

2018 ANNUAL REPORT



Town of Andover

www.andoverma.gov

Town of Andover
2018 Annual Report



Prepared by the Town Manager
Pursuant to the Provisions of Chapter 40, Section 49 of the General Laws of the
Commonwealth of Massachusetts and Article II, Section 4 of the General Bylaws
of the Town of Andover



TOWN OF ANDOVER

36 Bartlet Street
Andover, MA 01810
(978) 623-8200
www.andoverma.gov

Dear Fellow Andover Citizens:

It has been an honor to serve as the Chairman of the Board of Selectmen during what has quite possibly been one of the most historic years in Andover's history. It is humbling to be part of such an engaged, energized and involved community. In the midst of the gas disaster, our community came together in ways that it never had before. In trying times, we showed our resilience and reminded ourselves how strong we are together. It is our resilience and strength that is the very fabric of Andover.

In terms of history, 2018 - 2019 might have been our busiest. In April, Special Town Meeting approved the North Reading Water Agreement, which will provide North Reading with water service for the next 99 years. This Agreement will provide over \$1 billion in savings to Andover water ratepayers over the term of the Agreement. This is an important partnership with a neighboring community, a partnership that will benefit both communities for generations. In another Special Town Meeting, voters overwhelmingly voted to support the construction of a new Ballardvale Fire Station, a project that has been discussed for over thirty years. Both the North Reading Water Agreement and the Ballardvale Fire Station project included a thorough public engagement process. Together, nearly 100 public meetings were held. Thank you for your commitment to Andover through this process.



On September 13, 2018, just after 4:00pm, there were over thirty working fires in Andover. A CodeRed message urged residents to shut off their gas service and exit their homes. In the early hours of the Merrimack Valley Gas Disaster, there were many unknowns. What we did not know was that we were experiencing the largest pipeline disaster in United States history. Within minutes, Andover's Emergency Operations Center was activated. The Emergency Operations Center filled almost immediately with town staff and public safety personnel. That evening, overnight shelters were in place in the Senior Center and Youth Center. As the recovery process began, the more complex this situation became. Residents of Andover were displaced for several weeks in some cases, making daily life complicated. I am proud of our town employees for their



vigilant response throughout the gas disaster.

In October, addressing community concerns and questions about recent zoning proposals, the Board of Selectmen, in cooperation with the Planning Board and Zoning Board of Appeals, formed the Andover Zoning Bylaw Study Committee. This new process will provide residents with the ability to review, comment, and provide input to any future proposed zoning changes. The ZBSC will also begin a full public review of all Andover's current zoning bylaws.



On March 21st we celebrated the opening of Andover's new Municipal Services Facility. Relocating what has affectionately been known as our Town Yard to 5 Campanelli Drive will unlock economic development potential as the cornerstone parcel of the Historic Mill District.

We plan to soon have direct access to the Merrimack River through what is known as the Heffron Right of Way, a connection off of River Road. Our access to the Merrimack River will improve recreational and leisure use of one of the region's greatest natural resources, as well as provide needed access for public safety purposes.

For the third year in a row, Andover has received the Distinguished Budget Presentation Award from the Government Finance Officers Association, and has once again been reaffirmed as a AAA bond rated community – the highest credit rating for municipalities. Continued focus of Andover's short and long term financial health will ensure that we can adequately fund and balance the needs of the community.

The commitment Town Manager Andrew Flanagan has had to excellence and efficiency in municipal finance and the capital improvement program has proven to be invaluable.

I am grateful to the town employees and dedicated volunteers of our many boards and committees that work so hard to make Andover a special place. We are truly fortunate to have such a resilient and dedicated organization and citizenry.

Sincerely,

Alexander J. Vispoli
Chairman
Andover Board of Selectmen

Welcome to the Annual Town Report

Fellow Citizens,

I am pleased to present the 2018 Annual Report. 2018 was a year marked by extraordinary challenges but illustrative of the collective commitment Andover residents and businesses have to their community. Resilience and strength of community represent the theme of this past year.

On September 13, 2018, Andover faced one of its greatest challenges as the lives of many of our residents and the livelihood of our business community was shaken by the gas disaster. In the wake of the disaster, Andover, operating as a municipal organization, was able to mobilize our resources and provide a comprehensive response reflective of the investment our taxpayers have made to ensure the effective allocation and distribution of public services. The investment in our personnel, whose talent is second to none, and investments in equipment, training and public facilities, positioned Andover to manage the response to the disaster in a way that was consistent and respectful of our community's expectations. On September 13th, at the initial press conference following the disaster and as the response was underway, I announced my commitment that we would be a stronger community because we could pull together and support one another. Andover made good on that commitment, and I extend my greatest appreciation to the Andover community for its steadfast and unwavering support over the past several months.

Despite the challenges, the Board of Selectmen adopted an ambitious set of goals that represented a balanced work plan for 2018. Our goals focused on the financial sustainability of the organization, thorough and responsible capital investment in our facilities, and reinforced our commitment to maintaining a vibrant downtown, and taking advantage of our natural resources and how they connect to the Merrimack River. The organization's commitment to providing exceptional customer service and effective public communication has been embedded in our

approach to achieving our goals and providing services.

In 2018, Standard and Poor's reaffirmed the Town's "AAA" General

Obligation bond rating. The most

recent report gives Andover a "strong or very strong" rating on each of the seven assessment factors: economy, budget flexibility, budgetary performance, liquidity, management conditions, debt and contingent liability profile and institutional framework. The annual budget continues to make strategic investments aimed at offsetting the current and future impacts of our unfunded liabilities, including pension and other post-employment benefits (OPEB.)

We have remained committed to a long range financial plan that provides the framework for innovative and creative solutions to balance the budget and provide taxpayers with the greatest return on their investment. Andover has been fortunate to have realized historic economic growth across property classifications which further reflects the Town's strong economy and approach to thoughtful and responsible development. For a third year in a row, our budget document was awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association. With the release of the budget, the Town announced the launch of Andover Transparency (www.andoverma.gov/transparency), which allows users to look at the Town's finances in real time.

In 2015 Andover significantly changed its approach to capital planning by establishing a model that represents a percentage of the annual budget dedicated to capital investment and avoids the necessity for recurring debt exclusions and significant fluctuations in tax bills. Our adherence to this model has resulted in historic



Andrew P. Flanagan
Town Manager

investment in our public facilities, equipment, infrastructure and technology. At the close of the year, Andover was nearing completion of the new



Municipal Services Facility at 5 Campanelli Drive, which will be the home of the Department of Public Works and the Department of

Facilities. The new building will not only serve the community for generations but also provide the Town with the opportunity to move from its current location at 11 Lewis Street and unlock the future potential for redevelopment in the heart of the Historic Mill District.

The November Special Town Meeting overwhelmingly approved funds for the construction of a new 21st century Ballardvale Fire Station, which will replace the existing 128-year old building. Planning and design is well underway for a complete renovation and expansion of the Senior Center at Punchard, which will reflect state of the art design standards for senior services and improve functionality as well as programming for the fastest growing demographic in Town. The Town has also been able to invest in equipment for police, fire and public works and has continued a comprehensive and aggressive water main replacement program that will support the Town's efforts to provide exceptional water quality, reduce water loss and stimulate growth.

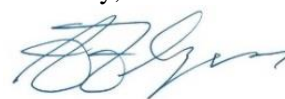
It was widely recognized in both the 2012 Master Plan and by the level of citizen engagement that our downtown and natural resources are critical components to the fabric of community. The Town has made investments in the downtown that include studying the potential connectivity to the Historic Mill District, public infrastructure design and parking technology intended to leverage private investment. As a result, private investment in downtown is the greatest it has been in over two decades. The Town created the position of Director of Business, Arts and Cultural Development to foster relationships between the Town and the business community and to integrate arts and culture into our community planning efforts, fully acknowledging that it is a critical component to

forward thinking economic development. The Town has made significant progress towards establishing public access to the Merrimack River via the Heffron Right of Way. This long-awaited access will provide recreational opportunities and improve public safety along the river. In addition, we have focused on investments in conservation land and are actively studying opportunities to improve pedestrian access. Further, we have continued the Town's successful playground replacement program which targets complete renovation and replacement of all of the Town's playgrounds.

Effective customer service permeates all aspects of effective municipal operations. In 2019 the Town will build on the progress made in 2018 and launch a customer response management system that will raise the bar for municipal customer service. We have focused on the physical space at our buildings and how we can modify the deployment of resources to further enhance the customer experience. Appreciating the public desire to engage in new and more intense ways with their local government, we are studying and implementing how to effectively communicate across all social media platforms. Our Social Media Working Group continues to look at innovative ways to communicate and engage in a two-way dialogue with residents. Our analytics indicate that we are reaching more residents than ever before. Integrating a new approach to customer service and fully embracing the goal of providing services in a way that is new to municipal government will become a hallmark of the Town of Andover going forward.

In closing, I thank the Board of Selectmen for its leadership and policy direction. I also recognize the Town employees for their professionalism and commitment to the organization resulting in the product and quality of our work. It remains my honor to serve the Town of Andover, and I thank you for your support in 2018. I look forward to working with you as we together move Andover forward in 2019.

Sincerely,



Andrew P. Flanagan
Town Manager

Town of Andover Management Team

Town Manager	Andrew P. Flanagan
Deputy Town Manager (through July 1, 2018)	John S. Mangiaratti
Deputy Town Manager	Michael A. Lindstrom
Chief of Administrative Services	Patrick J. Lawlor
Chief Information Officer	Paul Puzzanghera
Community Development and Planning	
Director of Conservation	Robert Douglas
Director of Health	Thomas Carbone
Director of Planning	Paul Materazzo
Inspector of Buildings	Christopher Clemente
Community Services	Joseph Connelly
Elder Services	Annmary Connor
Recreation Services	Jessica Downing
Veterans' Services	Mark Comeiro
Youth Services	William Fahey
Facilities	Janet Nicosia
Finance and Budget Department	Donna Walsh
Accounting	Hayley Green
Assessor's Office	David Billard
Collector/Treasurer	Michael Morse
Purchasing Agent	Theresa Peznola
Fire Rescue	Chief Michael Mansfield
Human Resources	Candace Hall-Nourse
Memorial Hall Library	Beth Mazin
Police	Chief Patrick Keefe
Public Works	Christopher Cronin
Superintendent of Schools	Sheldon Berman
Town Clerk (through July 1, 2018)	Lawrence Murphy
Town Clerk & Chief Strategy Officer	Austin Simko
Town Counsel	Thomas J. Urbelis Esq.

TOWN OF ANDOVER

MISSION & VALUES STATEMENT

*Developed by the
Board of Selectmen, Town Manager, and Town Department Heads
Adopted by the Board of Selectmen on October 6, 2003*

The mission of the Town of Andover is to ensure the safety, education, and well-being of the community; to be a leader in the delivery of efficient and effective quality services that respond to community needs; to promote the continuous improvement of staff skills and performance; to encourage an environment of trust; to respect cultural and economic diversity; and to preserve the historic character of the community.

The Board of Selectmen, as the chief policymakers for the Town of Andover, Massachusetts, will provide leadership in advancing the following primary and supporting values:

VALUE 1 – ENSURE THE SAFETY, EDUCATION, AND WELL-BEING OF THE COMMUNITY

- 1.1 Protect the safety of persons and property
- 1.2 Maintain the high quality of education for all
- 1.3 Maintain the Town’s infrastructure
- 1.4 Promote public health programs and awareness
- 1.5 Manage the impact of non-municipal public utilities
- 1.6 Support human/community services
- 1.7 Ensure compliance with regulatory requirements
- 1.8 Identify and promote economic opportunities

VALUE 2 – BE A LEADER IN THE DELIVERY OF EFFICIENT AND EFFECTIVE QUALITY SERVICES THAT RESPOND TO COMMUNITY NEEDS

- 2.1 Deliver innovative municipal services
- 2.2 Encourage cost saving initiatives
- 2.3 Assess and prioritize community needs
- 2.4 Maintain the Town’s “Aaa” bond rating

VALUE 3 – PROMOTE THE CONTINUOUS IMPROVEMENT OF STAFF SKILLS AND PERFORMANCE

- 3.1 Recruit, develop, and retain a highly skilled workforce

- 3.2 Promote and recognize municipal professionalism
- 3.3 Measure, evaluate, and improve performance

VALUE 4 – ENCOURAGE AN ENVIRONMENT OF TRUST AND HONESTY

- 4.1 Uphold high ethical standards
- 4.2 Value teamwork and cooperation
- 4.3 Promote open communication with the public
- 4.4 Solicit citizen participation
- 4.5 Recognize the outstanding contributions of citizens

VALUE 5 – RESPECT CULTURAL AND ECONOMIC DIVERSITY

- 5.1 Promote diversity in the workforce and community
- 5.2 Provide services that are accessible, fair, and equitable
- 5.3 Support housing alternatives

VALUE 6 – PRESERVE THE HISTORIC CHARACTER OF THE COMMUNITY

- 6.1 Celebrate Andover’s unique heritage
- 6.2 Protect and acquire open space

Elected Officials

As of December 31, 2018

Board of Selectmen

Alexander Vispoli, Chair
Laura Gregory, Vice Chair
Christian Huntress, Secretary
Ann Gilbert
Paul Salafia

School Committee

Shannon Scully, Chair
Joel Blumstein
Susan McCready
Paul Murphy
Tracey Spruce

Town Moderator

Sheila Doherty

Andover Housing Authority

Calvin Deyermond, Chair*
Francis O'Connor
Daniel Grams
John O'Donohue
Mary Wesson

**Appointed by the Executive Office of Housing and Community Development*

Greater Lawrence Technical School District School Committee

Marilyn Fitzgerald, Andover
Stephany Infante, Lawrence
Leo Lamontagne, Lawrence
Gary Mannion Jr., Lawrence
Russell Bourassa, Methuen
Barbara Grondine, Methuen
Frank Rossi, North Andover

Trustees of Punchard Free School

Melissa Danisch
Cynthia Milne
Dr. Eric Stubenhaus
Steven Pekock
Donald Schroeder

Cornell Fund Trustees

Richard Bowen
Kenneth Ozoonian
Calvin Perry

Appointed Officials

Town Manager
Andrew P. Flanagan

Andover Cultural Council	Andover Green Advisory Board
Judith Farzan Rosemary Halloran Denise Johnson Sally Matson Leslie Malis Sangeeta Nair Sonia Novick Susan Smith	Selen Atkar Carla Carter Melanie Cutler Amy Latva-Kokko Anil Navkal Carina Schusterman Zona Sharfman
Andover Housing Partnership Committee	Andover Retirement Board
William Ahern Vinod Bhandari James Bonfanti Ann Cobleigh Kevin Cuff Edward Smith	James Cuticchia Hayley Green Thomas Hartwell Elena Kothman Gary Coon
Audit Committee	Ballardvale Historic District Commission
Steven Caron Robert Finneran Neil Senior Steven Sintros	Ronald Abraham Robert Branca Diane Derby Remi Machet Matthew Pimentel Joanna Reck Gary Rowe Sara Sobieski Nigrelli
Board of Assessors	Board of Health
Dennis Adams David Billard Lewis Trumbore	Dr. Gopala Dwarakanath Pamela Linzer
Board of Registrars	Commission on Disability
Gerald Gustus Brian Major William Melahn Austin Simko	Joseph Connelly Justin Coppola Jr. Justin Coppola Sr. Kathleen Dolan Donna Gorzela Patricia Leelman Bernadette Lionetta Julie Pike Stephen Surette Judy Wakefield
Conservation Commission	Council on Aging
Thomas Brady Donald Cooper Alexandra Driscoll Floyd Greenwood Jon Honea Kevin Porter	Marian Bicking Kenneth DeBenedictis Joan Fox Jane Gifun Tana Goldberg Louise Hadad

Ellen Townson	Paul MacKay Kimberly Rainen Thomas Rando Judith Trerotola
Design Review Board	Economic Development Council
Eric Daum Craig Gibson Suzanne Korschun Paul Maue Anita Renton	Evan Belansky Mark DeCourcy Brad Duffin Marlene Hoyt Christopher Joel Stan Limpert Michael Morris Jr. Geoffrey Piva Gil Stevens
Finance Committee	Housing Trust Fund
Linn Anderson John Barry Jr. Andrew Betts Spiro Christopulos Eugenie Moffitt Paul Monticciolo Paul Russo Blackwell Taylor Bonnie Zahorik	David Currie Carolyn Hall Finlay Andrew Flanagan Linda O'Connell Susan Shepard
Memorial Hall Library Trustees	Patriotic Holiday Committee
Carolyn Fantini Karen Herman John Hess Laurence Lamagna Marilyn Santagati Anthony Straceski Mark Yanowitz	James Bedford Mark Comeiro Calvin Deyermund Brian Masterson Michael Mansfield R. Scott Parrish Calvin Perry Francis Rittershaus Stephen Wallingford
Permanent Town Building Advisory Committee	Planning Board
Daniel Casper Richard Feldman David Giangrande Mark Johnson Kim Sousa	Zachary Bergeron Vincent Chiozzi Jr. Joan Duff Ann Knowles Rocky Leavitt Neil Magenheim
Poet Laureate Committee	Preservation Commission
Peter Caruso Jane Dietzel-Cairns Karen Harris Janis Hill Susan Lenoe Barbara Longworth Leslie Malis Susan Smith James Sutton	James Batchelder Arnold Dyer Jr. Leslie Frost Craig Gibson Leo Greene Karen Herman Joanna Reck Mark Ratte

Revenue and Expenditure Task Force	Scholarship Committee
Kevin Connors Melissa Danisch Greg Eliassen Dan Esdale Joseph Guilmartin Thomas Hartwell Paul MacKay Donald Robb Timothy Vaill	Kate Allard Phillip Giguere Carolyn Hanson Kathy Hess Janis Hill Eric Stubenhaus
Spring Grove Cemetery Trustees	TRIAD Council
William Canane Sandra Dearborn Richard Morrissey Gail Ralston Donald Robb	Joseph Gifun John Howard Jr. Sreenivas Madras Ethel Olsen Russell Ouellette
Towle Fund	Zoning Board of Appeals
George Nugent Melissa Strout Gloria Wager	Denise Bordonaro Daniel Casper Brian Corrigan Kathy Faulk Ellen Keller Carol McDonough Michael Novaria Elizabeth Oltman Lisa Rechisky



Elected and appointed positions in this report are as of 12/31/2018

Election Results for Annual Town Election

March 28, 2018

Office/Candidates	Precincts									Total
Moderator	1	2	3	4	5	6	7/7A	8	9	
<i>Sheila Doherty</i>	355	293	357	283	278	219	277	344	261	2667
<i>Keith Saxon</i>	191	149	219	247	210	225	213	196	274	1924
<i>Blanks</i>	15	24	11	17	11	12	16	18	17	141
<i>Misc. Others</i>	0	0	0	0	1	0	0	0	1	2

Office/Candidates	Precincts									Total
Board of Selectmen	1	2	3	4	5	6	7/7A	8	9	
<i>Robert A. Landry</i>	64	61	78	93	81	77	74	62	95	685
<i>Jose L. Albuquerque</i>	166	167	201	288	204	206	210	193	263	1898
<i>Ann W. Gilbert</i>	423	316	427	309	325	259	314	390	325	3088
<i>Christian C. Huntress</i>	342	282	338	268	285	274	316	347	289	2741
<i>Blanks</i>	127	104	130	135	104	93	97	123	130	1043
<i>Misc. Others</i>	0	2	0	1	1	3	1	1	4	13

Office/Candidates	Precincts									Total
School Committee	1	2	3	4	5	6	7/7A	8	9	
<i>Susan K. McCreedy</i>	371	276	346	274	275	245	245	299	288	2619
<i>Tracey E. Spruce</i>	380	298	372	336	346	273	315	349	327	2996
<i>Shishan Wang</i>	179	180	220	256	222	212	239	235	244	1987
<i>Blanks</i>	191	174	233	226	154	180	207	232	240	1837
<i>Misc. Others</i>	1	4	3	2	3	2	6	1	7	29

Office/Candidates	Precincts									Total
Trustees of the Punchard Free School	1	2	3	4	5	6	7/7A	8	9	
<i>Eric Stubenhaus</i>	333	263	352	276	272	241	283	289	282	2591
<i>Melissa Danisch</i>	318	257	344	284	282	245	280	292	302	2604
<i>Blanks</i>	471	410	477	528	444	420	446	531	520	4247
<i>Misc. Others</i>	0	2	1	6	2	6	3	4	2	26

Office/Candidates	Precincts									Total
Greater Lawrence Vocational Technical School Committee	1	2	3	4	5	6	7/7A	8	9	
<i>Marilyn Fitzgerald</i>	414	349	462	378	386	318	358	385	381	3431
<i>Blanks</i>	147	116	121	166	114	135	144	168	168	1279
<i>Misc. Others</i>	0	1	4	3	0	3	4	5	4	24

53rd Annual Founders' Day – May 18, 2017

Founder's Day was established by the Board of Selectmen in 1964 to mark the date of the Town's incorporation – May 6, 1646 – and to honor school and town employees who have served the town for 10 or more years.

Town Departments

35 Years of Service	
Bruce Belbin	Andover Fire Rescue
Kevin Connors	Andover Fire Rescue
John Dizoglio	Andover Fire Rescue
Patrick O'Hagan	Department of Public Works

30 Years of Service	
Joanne Belanger	Community Development and Planning
Christopher Cronin	Department of Public Works
Donald Hinckley	Andover Fire Rescue
Charles Kearn	Department of Public Works
Joan Lemieux	Andover Fire Rescue
William Loehr	Andover Fire Rescue
John McMullen	Andover Fire Rescue
Colin Radford	Andover Police Department
Todd Richardson	Andover Fire Rescue
John Senee	Andover Fire Rescue
Robert Stabile	Andover Fire Rescue
Barry Thornton	Andover Fire Rescue
Ernest Vocell	Andover Fire Rescue

25 Years of Service	
Philip Boulanger	Andover Fire Rescue
Matthew Burke	Andover Fire Rescue
Elena Kothman	Retirement Services
Jacqueline Moses	Andover Fire Rescue
Michael Murnane	Department of Public Works
Stephen Surette	Department of Public Works

20 Years of Service	
Scott Bernard	Department of Public Works
Lori Ann Burke	Memorial Hall Library
David Carriere	Andover Police Department
Christopher Clemente	Community Development and Planning
Michael Connor	Andover Police Department

20 Years of Service, <i>continued...</i>	
Jesus Delacruz	Department of Facilities
Geraldine Deyermond	Memorial Hall Library
Terrie Floyd	Memorial Hall Library
Patrick Keefe	Andover Police Department
Kurt Kefferstan	Department of Public Works
Jane Morrissey	Community Development and Planning
Kyle Murphy	Andover Fire Rescue
Robin Redman	Town Clerk's Office
Luis Resendes	Department of Public Works
Jeffrey Ring	Department of Public Works
Keith Weightman	Andover Fire Rescue
Donna Zahoruiko	Department of Facilities

15 Years of Service	
Ronald Beauregard	Community Development and Planning
Paul Kennedy	Community Development and Planning
Harry Krikorian	Department of Public Works
John Mota	Department of Public Works
Janet Nicosia	Department of Facilities
Larissa Shvarts	Memorial Hall Library
Justin Termini	Memorial Hall Library

10 Years of Service	
Kevin Aufiero	Andover Police Department
Mary Kimberly Bears	Memorial Hall Library
David Billard	Finance and Budget
Todd Collins	Andover Fire Rescue
John Delaney	Andover Police Department
Brian Flanagan	Andover Fire Rescue
Ann Gubellini	Information Technology
Matthew Hughes	Andover Police Department
Kyle Kiberd	Andover Police Department
Michael Lane	Andover Police Department
Benjamin Ledwell	Andover Police Department
Timothy Legrow	Department of Public Works
Brian MacKenzie	Andover Police Department
Joseph Murphy	Andover Fire Rescue
Justin Murray	Andover Police Department
Sarah Nourse	Memorial Hall Library
John Parker	Department of Public Works
Carol Plate	Memorial Hall Library
Mark Wood	Department of Public Works

School Departments

30 Years of Service	
Linda Davis	Andover High School
Diane Krafton	Business Office
Felicia Lazarakis	Bancroft Elementary School
Deirdre Simon	South Elementary School
Leah Tremblay	Andover High School
Jeffrey Znamierowski	Andover High School

25 Years of Service	
Scott Besterman	Information Systems
Janet Bowen	High Plain Elementary School
Amy Brady	Wood Hill Middle School
Faith Goldstein	South Elementary
Carol Green	Shawsheen School
Peter Hall	Andover High School
Jane Kish	Sanborn Elementary
Karen McCarthy	Doherty Middle School
Melissa Nussbaum	South Elementary School

20 Years of Service	
Helen Anthony	Wood Hill Middle School
Judith Berger	Sanborn Elementary School
Kimberly Bergey	Andover High School
Eugenia Buba	West Elementary School
Ann Carlson	Sanborn Elementary School
Evelyn Casey	Bancroft Elementary School
Alfred Cataldo	Andover High School
Janice Chapin	South Elementary School
Julie Diehl	Doherty Middle School
Nancy Durkin-Calkins	West Elementary School
Meredith Emery	Andover High School
Julie Farnham	Bancroft Elementary School
Bonnie Fields	Shawsheen School
Laurie Francis	Andover High School
Paula Frithsen	Bancroft Elementary School
Catherine Ghandchi	Bancroft Elementary School
Carol Gianopoulos	Sanborn Elementary School
Gorden Goyette	West Middle School
Maria Hamilton	Wood Hill Middle School
Marie Haugh	West Elementary School
Meryl Holber	Bancroft Elementary School

20 Years of Service, <i>continued...</i>	
Alfred Hopkins	Andover High School
Linda Lawrence	Andover High School
Kim Lemieux	Andover High School
Megan McCarthy	South Elementary School
Paula Parker	Doherty Middle School
Eric Pellerin	Andover High School
Melody Pelletier	Wood Hill Middle School
Marykay Poe	Shawsheen School
Wayne Puglisi	Andover High School
Debra Rainha	Andover High School
Karen Rudis	Bancroft Elementary School
James Saalfrank	Wood Hill Middle School
Kimberly Serapiglia	Andover High School
Joanne Swenson	Food Services
Joan Veznaian	Wood Hill Middle School
Greg Waters	West Middle School

15 Years of Service	
Tracey Blueman	West Middle School
Christopher Brodeur	West Middle School
Amy Burt	Doherty Middle School
Laura Carver	West Elementary School
Diane Costagliola	Andover High School
Darlene Doucet	Andover High School
Norine Edmondson	West Middle School
Jennifer Fecteau	South Elementary School
Sarah Fisher	Andover High School
Elaine Geffken	High Plain Elementary School
Joscelyn Giannone	West Middle School
Patricia Graham	Bancroft Elementary School
Susan Haltmaier	Andover High School
Laura Hill	High Plain Elementary School
Mary Jay Hudak	Doherty Middle School
Peter Kalabokis	Wood Hill Middle School
Shirley Kenney	Food Services
Helen Kostakis	South Elementary School
Shannon Laitala	West Elementary School
Ellen Lynch	West Elementary School
Mary Malone	High Plain Elementary School
Nancy Minigell	Bancroft Elementary School
Laura Pappas-Kirk	Bancroft Elementary School
Sarah Parsons	Andover High School
Kathryn Pina	Andover High School

15 Years of Service, <i>continued...</i>	
Jennifer Seymour	Bancroft Elementary School
Deeta Shah	High Plain Elementary School
Annmarie Sheehy	Andover High School
Thyra Sherman	Wood Hill Middle School
Therese Stone	High Plain Elementary School
Lucinda Sullivan	Wood Hill Middle School
Kimberly Surette	Crossing Guard Services

10 Years of Service	
Jennifer Anderson	South Elementary School
Paul Angersbach	West Elementary School
Scott Aubrey	Andover High School
Colette Berard	Doherty Middle School
Judy Bogosian	Bancroft Elementary School
Catherine Brandon	West Elementary School
Maura Burke	Sanborn Elementary School
Elizabeth Canavan	Wood Hill Middle School
Georgina Chaves	High Plain Elementary School
Penelope Cox	West Elementary School
Paula Dennett	Shawsheen School
Debra Dicenso	High Plain Elementary School
Sharon Faulkner	Bancroft Elementary School
Maryellen Florio	South Elementary School
Karyn Francis	South Elementary School
Debra Freilich	West Middle School
Tracey Galat	West Elementary School
Cathleen Gerroir	West Elementary School
Robert Gillespie	Substitute Services
Nancy Glendye	Food Services
Cheryl Grieve	Food Services
Maura Grimanis	Crossing Guard Services
John Jannetti	Andover High School
Alexandra Johnston	Bancroft Elementary School
Sarah Lane	West Middle School
Melissa Maglio	West Elementary School
Melissa Maguire	South Elementary School
Delores Maienza	Doherty Middle School
Kevin Mann	Doherty Middle School
Lisa McDonough	Bancroft Elementary School
Katherine McGonagle	West Middle School
Margo McGonigle	West Elementary School
Susan Morin	Substitute Services
Deborah Morrison	Sanborn Elementary School
Janice Palatine	Bancroft Elementary School

10 Years of Service, <i>continued...</i>	
Julie Patten	Shawsheen School
Jessica Pennel	High Plain Elementary School
Julie Petros	West Elementary School
Joanne Poirier	High Plain Elementary School
Erica Rinaldi	West Elementary School
Bertie Risso	West Middle School
John Rocca	South Elementary School
Linda Stow-Barbaro	High Plain Elementary School
Megan Sweeney	West Middle School
Alexis Valenti	Andover High School
Joanna Wagner	Bancroft Elementary School
Michael Wall	Andover High School
Silvia Walsh	West Middle School
Michelle Wesley	West Middle School



Elected State and Federal Officials

United States Senators

The Honorable Elizabeth D. Warren (D)
2400 JFK Federal Bldg; 15 New Sudbury Street,
Boston, MA 02203
Boston (617) 565-3170; Fax (617) 722-1054; DC (202) 224-4543
317 Hart Senate Building, Washington DC 20510
Contact: www.warren.senate.gov/contact.cfm

The Honorable Edward J. Markey (D)
925 JFK Federal Building, 15 New Sudbury Street,
Boston, MA 02203
Boston (617) 565-8519; DC (202) 224-2742
255 Dirksen Senate Office Building, Washington, DC 20510
Contact: www.markey.senate.gov/contact.cfm

United States Representatives

Honorable Lori Trahan - Elect (D)
Third Congressional District (Precincts 2, 3, 4, 5, 6, 7, 9)
126 John Street, Lowell, MA 01852
(978) 459-0101
161 Longworth House Office Building, Washington, DC 20515
(202) 225-3411 Fax (202) 226-0771

Seth Moulton (D)
Sixth Congressional District (Precincts 1, 7A, 8)
21 Front Street, Salem, MA 01970
(978) 531-1669 Fax (978) 224-2270
1408 Longworth House Office Building, Washington, DC 20515
(202) 225-8020 Fax (202) 225-5915

Massachusetts State Senator

Barry R. Finegold (D)
Second Essex & Middlesex District
State House, Room 109 E, Boston, MA 02133
(617) 722-1612 Fax: (617) 722-1058
Email: Barry.Finegold@masenate.gov

Massachusetts State Representatives

Frank Moran (D)
Seventeenth Essex
(Precincts 2, 3, 4)
State House, Room 134, Boston, MA 02133
(617) 722-2400 Fax: (617) 626-0288
Email: Frank.Moran@mahouse.gov

Tram T. Nguyen - Elect (D)
Eighteenth Essex
(Precincts 1, 5, 6, 7, 7A, 8, 9)
State House, Room 443, Boston, MA 02133
(617) 722-2460 Fax: (617) 626-0246
Email: Tram.Nyguen@mahouse.gov



MERRIMACK VALLEY GAS DISASTER SEPTEMBER 13, 2018



"I announced my commitment that we would be a stronger community because we could pull together and support one another. Andover made good on that commitment."

*Andrew P. Flanagan
Town Manager*



Town Manager and Board of Selectmen

Town Manager's Office Staff

Andrew P. Flanagan
Town Manager

Michael A. Lindstrom
Deputy Town Manager

Ann Ormond
Director of Business, Arts, and Cultural Development

Tonia Magras
Executive Assistant

The Town Manager is the Chief Executive Officer, Chief Fiscal Officer, and Chief Personnel Officer of the Town of Andover. The Town Manager appoints and supervises all employees and is responsible for overseeing all services and operations of the Town of Andover. The Town Manager implements the policies established by the Board of Selectmen, provides overall administration to the Town's Municipal organization and focuses on continuous improvement and customer focused services and programs.

The Town Manager is also responsible for producing an annual budget and financial plan as well as a capital improvement program. The Town Manager's office, in coordination with the Finance and Budget department, works with department and division heads as well as financial working groups to help determine the spending and financial plans for the coming year.

Andover Board of Selectmen

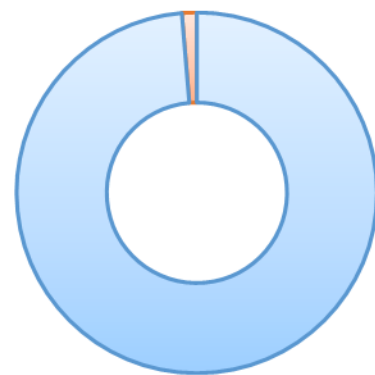
Alexander Vispoli, Chair
Laura Gregory, Vice Chair
Christian Huntress, Secretary
Ann Gilbert
Paul Salafia

The Board of Selectmen are the Town's policy-making body responsible for appointing the Town Manager, Town Accountant, Zoning Board of Appeals and the Board of Registrars.

Each year the Board of Selectmen, together with the Town Manager, establish goals and objectives for the coming year. These goals and objectives help determine the priorities for the Town's departments. Town



The Andover Board of Selectmen



Overall Town Budget FY2019 - \$40,585,445

Department Budget - \$550,938

department heads are involved in the process of setting the goals and objectives and work with the Town Manager throughout the year in order to meet said goals and objectives.

Finance and Budget

Finance Administration

The Finance and Budget Department is led by the Town's Finance and Budget Director. The Finance and Budget Director oversees five divisions: **Finance Administration**, responsible for overseeing the operations of the Finance and Budget Department as well as the Town's Financial planning and budget preparation; **Accounting**, which is responsible for providing financial reporting services for the Town, including processing payroll, accounts payable, auditing, and billing; the **Assessor's Office**, which is responsible for the valuation of real estate and personal property in the Town; the **Collector/Treasurer's Office**, which is responsible for the collection of all monies due the Town for real estate, personal property and excise taxes, departmental receipts, water and sewer charges, and any related receipts; and **Central Purchasing**, which oversees the Town's procurement activities as well as insurance.

Finance Administration Staff

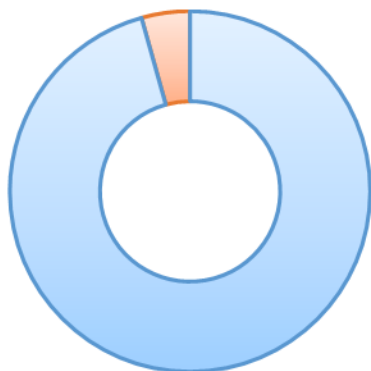
Donna M. Walsh
Finance and Budget Director

Patrick J. Lawlor
Chief of Administrative Services

Christine M. Barraford
Executive Secretary

The Town Manager's Recommended Budget for FY2019 was released on February 6, 2018. During the months of February, March and April, meetings were held with the Board of Selectmen, Finance Committee, School Committee and department heads to prepare for the Annual Town Meeting.

Finance Administration is also responsible for overseeing the health insurance plan for the Town and School departments, oversees the funding of the OPEB (Other Post-employment Benefits) Trust, and provides financial analysis for collective bargaining agreements, programs, and other initiatives.



- Overall Town Budget FY2019 - \$40,585,445
- Department Budget - \$1,846,066

In 2018 the Town of Andover was recognized by the Government Finance Officers Association (GFOA) for Budget Preparation. The GFOA award is presented to communities that prepare a budget of the highest quality and follow best practices for government budgeting. Only 24 cities and towns in Massachusetts were recognized with this distinction in 2018.

Accounting Staff

Hayley Green
Town Accountant & Assistant Finance Director

Jared Mullane
Assistant Town Accountant

Lisa Marget
Payroll Administrator

Colleen Currier
Accounts Payable Coordinator

Priscilla Loring
Accounting Assistant

Accounting

The Accounting Office is responsible for the maintenance of all financial records to ensure compliance with federal, state, and local laws and regulations and for oversight of all departmental appropriations. The Accounting Office is responsible for processing payroll, accounts payable, and water and sewer billing.

Assessor's Office

The Assessor's Office is responsible for gathering and recording information related to property and ownership in the Town of Andover. This includes the valuation of residential, commercial, industrial, and personal property. The Assessor's Office prepares the annual property tax classification information, which assists the Board of Selectmen in setting the residential and commercial/industrial and personal property tax rates.

The Assessor's Office works with the Board of Assessors on the abatement process as well as administering the tax exemptions available to Andover residents.

Assessor's Office Staff

David Billard
Chief Assessor

Patricia Sullivan
Senior Assessor

Anne Berthold
Office Coordinator

Jane Melia
Office Assistant

Louis Logue
Property Lister

FISCAL YEAR EXCISE COMMITMENTS

	FY2016	FY2017	FY2018
TOTAL	\$5,713,504	\$5,982,080	\$6,006,068
Number of bills	32,941	33,399	32,750

ANNUAL PROPERTY VALUATIONS

	FY2015	FY2016	FY2016	FY2017	FY2017	FY2019	FY2019
PROPERTY TYPE	VALUE	#ACCTS	VALUE	#ACCTS	VALUE	#ACCTS	VALUE
SINGLE FAMILY	\$ 5,186,307,200	8,610	\$ 5,200,894,400	8,612	\$ 5,281,400,200	8,622	\$ 5,631,065,600
CONDO	\$ 467,471,600	1,725	\$ 484,171,800	1,746	\$ 516,561,900	1,813	\$ 571,908,800
MULTI FAMILY	\$ 291,645,200	294	\$ 336,487,600	296	\$ 376,287,700	295	\$ 442,697,500
VACANT LAND	\$ 56,450,300	487	\$ 51,490,900	482	\$ 49,466,800	493	\$ 50,522,000
OTHER RESIDENCE	\$ 13,564,500	22	\$ 15,744,400	23	\$ 18,807,100	23	\$ 19,658,900
COMMERCIAL AND CHAPTER	\$ 551,518,313	270	\$ 554,955,260	272	\$ 566,327,106	270	\$ 583,641,217
INDUSTRIAL	\$ 602,846,700	141	\$ 601,065,800	140	\$ 607,424,800	140	\$ 638,543,300
MIXED USE	\$ 124,760,600	151	\$ 125,874,100	150	\$ 127,887,000	146	\$ 132,517,700
PERSONAL PROPERTY	\$ 247,911,769	690	\$ 294,625,929	671	\$ 255,067,239	663	\$ 250,782,409
TOTAL	\$ 7,542,476,182	12,390	\$ 7,665,310,189	12,392	\$ 7,799,229,845	12,465	\$ 8,321,337,426

TAX ABATEMENTS AND EXEMPTIONS							
	FY2015	FY2016	FY2016	FY2017	FY2017	FY2018	FY2018
ANNUAL EXEMPTIONS	AMOUNT	NUMBER	AMOUNT	NUMBER	AMOUNT	NUMBER	AMOUNT
WIDOWS	\$566	1	\$350	2	\$700	0	\$0
VETERANS	\$84,043	96	\$83,672	97	\$85,098	101	\$90,796
BLIND	\$13,430	15	\$13,924	13	\$12,476	12	\$11,500
SENIORS	\$38,290	15	\$26,360	12	\$20,828	14	\$23,023
DEFERRALS	\$35,399	5	\$28,063	5	\$28,719	5	\$30,028
HARDSHIPS	\$662	1	\$467	0	\$0	0	\$0
TOTALS	\$172,390	133	\$152,836	129	\$147,821	132	\$155,346
	FY2015	FY2016	FY2016	FY2017	FY2017	FY2018	FY2018
ANNUAL ABATEMENTS	AMOUNT	NUMBER	AMOUNT	NUMBER	AMOUNT	NUMBER	AMOUNT
RESIDENTIAL	\$26,395	41	\$72,186	32	\$41,639	33	\$36,673
SENIOR VOUCHER	\$169,109	189	\$161,232	182	\$182,000	187	\$205,700
COMM/IND	\$359,890	10	\$404,036	10	\$179,058	3	\$85,856
PERSONAL PROPERTY	\$4,308	8	\$69,720	16	\$425,717	5	\$37,208
TOTALS	\$559,702	248	\$707,173	240	\$828,414	228	\$365,437

Collector/Treasurer's Office Staff

Michael Morse
Collector/Treasurer

Peter Forcellese
Assistant Collector/Treasurer

Anthony Collins
Office Administrator

Lynn Spitalere
Office Assistant

Jennifer Callahan
Office Assistant

Tara Hurley
Office Assistant

Collector/Treasurer

The Collector/Treasurer's Office is responsible for the collection of all monies due to the Town including: real estate taxes, personal property, motor vehicle excise taxes, departmental receipts, water and sewer charges and parking tickets. The Collector/Treasurer's Office is responsible for issuing payroll for Town and School employees, payments of vendors, and the reconciliation of checks and bank accounts.

The Collector Treasurer's Office issues debt required for authorized short-term and long-term borrowing and handles life insurance reporting and benefit administration.

Central Purchasing

The Central Purchasing Office is responsible for all Town and School procurement including the oversight of the bidding process to ensure compliance with Massachusetts General Laws and contract compliance. Central Purchasing also coordinates insurance and risk management for all Town and School departments (with the exception of health insurance), manages property and casualty claims and manages and administers pothole claims. In 2017, 54 bids were sent out and 52 contracts were awarded.

Central Purchasing Office Staff

Theresa Peznola
Purchasing Agent

Janet Brewer
Purchasing Assistant

Town Counsel

Town Counsel

Thomas J. Urbelis, Esq.
Urbelis & Fieldsteel, LLC
Town Counsel

Town Counsel provides the Town of Andover with legal services and representation and provides general legal counsel. Additionally, the Town engages special legal counsel for labor related legal services as well as special counsel for certain specialized legal services.

Town Counsel

In 2018, Town Counsel made numerous appearances before various State Courts. Formal legal opinions were researched and rendered to Town officials on a regular basis, and court challenges to decisions by the Town's boards and commissions were defended by Town Counsel. Town Counsel confers with the Town Manager and other Town officials on a daily basis. For 2 ½ hours each week on Tuesday mornings, Town Counsel provided legal services and consultation at the Town Offices for Town officials, employees and Board and Commission members. These legal services and consultations are provided free of charge to the Town.

Town Counsel also provides legal support through the drafting of contracts, deeds, easements, land use restrictions, releases, and agreements, as well as assisting in the response to public records requests, open meeting law, and the state's conflict of interest policy.

Andover Town Counsel Thomas Urbelis served as a presiding judge at the Yale University Invitational Mock Trial tournament on the campus of Yale University in New Haven, Connecticut. Fifty student teams from schools around the country competed as attorneys and witnesses presenting a fictional case before judges and jurors. Students competing as attorneys receive a score for opening statements, direct examinations, cross-examinations, and closing arguments.

Andover Town Counsel Thomas Urbelis was a panel member at a Massachusetts Continuing Legal Education seminar on the Public Records Law and Open Meeting Law. Other panelists were the Chair of the Public Records Division, Office of the Secretary of the Commonwealth of Massachusetts; the Director of Open Government, Office of the Attorney General; and the Director of the Technology for Liberty Program, American Civil Liberties Union Foundation of Massachusetts. The panel addressed the changes to the Public Records Law and the Open Meeting Law as well as interaction of those laws in the context of local and state government.

Court Cases

Town Counsel represented the Town of Andover in the following situations:

- Represented the Zoning Board of Appeals in a Court challenge to its decision approving a communications tower. That case resulted in an Agreement for Judgment upholding the Board's decision.
- Assisted in responding to open meeting complaints and public records appeals to the Attorney General's office and the Secretary of State's office.
- Represented the Town in a case filed in Land Court challenging the Planning Board's approval of a subdivision. The case was dismissed.

- Represented the Town and Conservation Commission in a Superior Court lawsuit brought by a developer challenging the wetlands delineation for a project. The Superior Court judgment found in favor of the Commission's delineation and also dismissed the developer's claim for the return of payment to the Commission for expert peer review fees. The developer has appealed.
- Represented the Conservation Commission in a Superior Court case and an appeal to the Department of Environmental Protection (DEP) regarding the Commission's denial of a project because the project violated the state's wetlands act and the Town's wetlands bylaw. The Court case and the appeal to the DEP are pending.

Notable Legal Advice

- Town Counsel participated in negotiating, and drafting, an Intermunicipal Agreement with the Town of North Reading for Andover to supply water to North Reading for 99 years. This required special legislation, drafted by Town Counsel, which was approved by Andover Town Meeting, was passed by the Massachusetts Legislature and signed by the Governor. The Agreement is estimated to provide Andover with revenue of One Billion Dollars or more over the life of the Agreement.
- Provided advice to the Planning Board and Board of Selectmen regarding comprehensive agreements and documents relating to an elderly housing project on Lowell Street.
- Provided advice to the Town regarding complaints by residents about a home for the elderly to be located in their neighborhood.
- Provided advice to the Dascomb Road Zoning Task Force regarding a large project at 160 Dascomb Road.
- Worked on drafts of documents regarding a proposed land swap and easements with the Greater Lawrence Technical School on River Road.
- Provided advice on the use of private property and the Ballardvale existing fire station for a new fire station.
- Provided advice regarding a land owner's request to use Town land for outdoor seating for a restaurant.
- Provided advice to the Planning Director's Task Force regarding a proposed comprehensive zoning bylaw regulating signs in Andover.
- Advised the Selectmen's newly created Zoning Bylaw Study Committee on existing zoning bylaws and proposed zoning bylaws.
- Provided advice on the Town's use of land for a community garden and a dog park.

- Provided advice, and drafted general and zoning bylaws, regarding the commercial sale of marijuana in Andover. Town Meeting voted to adopt those bylaws which prohibited such sales in the Town.
- Provided advice on legal issues relating to the gas explosion.
- Provided advice and drafted warrant articles and special legislation changing the name of the Board of Selectmen to Select Board.
- Provided advice on obtaining special counsel to represent the Town in claims for monetary damages resulting from responding to persons who experienced abuse of opioids.
- Provided advice on easement documents relating to the capping of the Ledge Road Landfill.
- Provided advice to the Spring Grove Cemetery Trustees on a land swap proposed by an abutting property owner.
- Provided advice on the drafting of a zoning bylaw to regulate solar systems.
- Provided advice on a Request for Proposals for the sale of the current Town Yard on Lewis Street.
- Drafted a Purchase and Sale Agreement for property on Andover Street for the new fire station.
- Provided advice to the Selectmen on a request to allow scaffolding to extend over the Town's sidewalk during a construction project.
- Provided advice on a lease of Town land to the Federal Aviation Authority.
- Provided advice to the Town Clerk and Board of Registrars about a recount for the congressional election and attended the recount.
- Provided advice to the Zoning Board of Appeals on the Telecommunications Act of 1996.
- Provided advice to the Electronic Voting Committee considering electronic voting at Town Meeting.

Special Counsel

The Town engaged special outside counsel for labor related legal matters. Special Labor Counsel represented the Town of Andover and the Board of Selectmen regarding a superior court lawsuit challenging health insurance premiums for retirees. Special Labor Counsel also advised the Town Manager on personnel matters including labor arbitration and assisted with the negotiation and drafting of collective bargaining agreements. The Town also engaged special counsel to assist with negotiating licensing agreements with Comcast and Verizon.

Town Clerk's Office

The mission of the Town Clerk's Office is to uphold the integrity of the Town's democratic process, to preserve public records, and to provide innovative, efficient, high quality service to Andover's residents and to all who interact with Andover's municipal government.

Town Clerk's Office Staff

Austin Simko
Town Clerk & Chief Strategy officer

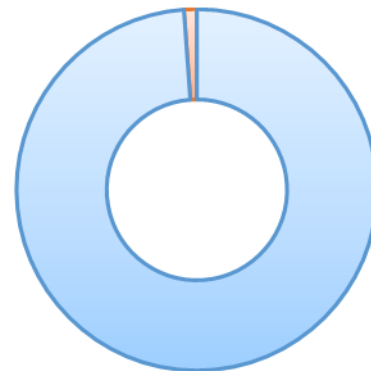
C. Dawne Warren
Assistant Town Clerk

Susan Pimentel
Office Assistant

Jamie Doherty
Records Specialist

The Town Clerk's Office administered the Annual Town Election on March 27th, 2018, the State Primaries on September 4th, 2018, a recount of the Third Congressional District Democratic Primary on September 15th, 2018, and the State Election on November 6th, 2018. Further, the Town Clerk's Office coordinated three Special Town Meetings – on January 29, 2018, April 4, 2018, and November 27th, 2018 – as well as the Annual Town Meeting on April 30th, May 1st, and May 7th, 2018.

The Town's vital records from 1985 have been scanned and are now issued through a scanning program that continues to provide great efficiencies in serving the public. The staff continues to work with the State Office of Vital Records and Statistics to implement the Vital Information Partnership (VIP) System, a State-wide data base of vital records.



Overall Town Budget FY2019 - \$40,585,445
Department Budget - \$474,669



Town Census

In January, the Town

Census was mailed to 12,115 households. The Town's population at the completion of the Census was 32,323.

Precincts and Voters

Overall the office processed a total of 2,306 new voter registrations in 2018. The year ended with 23,927 registered voters (22,128 Active and 1,799 Inactive) in

Andover's nine precincts and one remaining sub-precinct as follows:

Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5
2,086	2,960	2,694	2,748	2,822
Precinct 6	Precinct 7	Precinct 7A	Precinct 8	Precinct 9
2,756	2,061	604	2,579	2,617

Elections/Town Meetings			
Election/Meeting	Date	Number of Voters	% of all Voters
Special Town Meeting	January 29, 2018	1,354	5.7%
Annual Town Election	March 27, 2018	4,728	19.8%
Special Town Meeting	April 4, 2018	608	2.5%
Annual Town Meeting	April 30, 2018	629*	2.6%
State Primary	September 4, 2018	5,204	21.7%
State Election	November 6, 2018	16,533	69.5%
Special Town Meeting	November 27, 2018	418	1.8%

*First Night Attendance

Type of Revenue	2016	2017	2018
Marriage Licenses	\$ 3,350	\$ 3,200	\$ 3,400
Certified Copies	\$ 24,382	\$ 23,205	\$ 25,251
Miscellaneous Licenses	\$ 14,100	\$ 16,175	\$ 15,475
Liquor Licenses	\$142,620	\$166,475	\$154,190
Business Certificate Filings	\$ 4,935	\$ 5,310	\$ 4,790
Miscellaneous Income	\$ 1,643	\$ 1,782	\$ 1,249
Dog Licenses	\$ 31,785	\$ 33,332	\$ 23,437
Non-Criminal Violations	\$ 1,550	\$ 1,375	\$ 2,675
Total	\$224,365	\$250,854	\$230,467

Type of Recording	2016	2017	2018
Births	253	232	253
Marriages	137	122	135
Deaths	284	270	274
Dog Licenses	2,348	2,295	2,237
Business Certificates (New)	100	107	86
Business Certificates (Renewals)	64	70	73
New Voter Registrations	3,525	1,410	2,306



2018 Annual Town Meeting

Information Technology

Information Technology Staff

Paul Puzzanghera
Chief Information Officer

Joe Piazza
Platform Architect

Jim Casey
*Customer Service and
Operations Manager*

Mike Kirk
Solutions Architect

Karla Kohl
Solution Leader

Patricia Fitzpatrick
Office Administrator

Dennis Wynne
Network Administrator II

Lesley Hewett
System Administrator, Public Safety

Eliud Feliz
Technical Specialist I

Joe Hadley
Technical Specialist I

Joe Huskey
Technical Specialist I

Ann Gubellini
Technical Specialist II

Chris Primes
Technical Specialist II

Mark Snowdon
Technical Specialist II

Bonnie Hajjar
Asset Coordinator

Roger Bachand
*Technical Specialist I
Device Repair*

MaryJane Burwell
Application Specialist

The Department of Information Technology provides centralized information and technology support and services to all Town departments and the Andover Public Schools. The central IT Department is led by the Chief Information Officer (CIO) who reports to the Town Manager and the Superintendent of Schools.

Customer Service and Operations Team

- Worked with Digital Learning team to complete iAndover 1:1 learning initiative. All students now have access to a device at all times during the school day.
- Deployed 800 new Windows laptops to all members of the teaching staff
- Deployed 1000 Chromebooks to students in grade 2-3
- Deployed 200 new iPads to grades K and 1
- Deployed 120 new projectors at all elementary schools
- Deployed 300 devices to Instructional Assistants for the first time
- Converted 500 MacBook devices to Windows
- Hired our first “home grown” staff member. After spending five years as a student intern, we hired a recent Andover High School and UMass Lowell graduate as a senior technical specialist
- Supported all standardized ELL testing and preparing to support MCAS. First district to pilot “Bring Your Own Device” for standardized testing
- Delivered in excess of 4,000 work orders
- Responded to 1,167 parent requests

Platform Team

- Selected, piloted and installed new unified alerting and notification system at Andover High School.
- Installed infrastructure for new alerting system at remaining 22 buildings
- Documented all school intercom system in GIS
- Configured and installed LobbyGuard citizen ID system at school buildings
- Installed two high performance firewalls to eliminate network congestion

**Information Technology Staff,
continued...**

Sue Doolin
Application Specialist

Jeffrey Cary
GIS Specialist

Don Miller
Project Manager

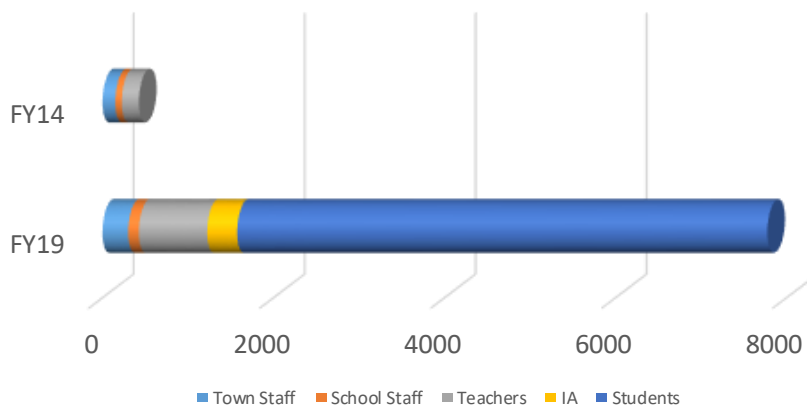
Laura Hall
Application Specialist

George Leeds
Application Specialist

Eric Levy
Application Specialist

- Installed infrastructure for new alerting system at remaining 22 buildings
- Documented all school intercom system in GIS
- Configured and installed LobbyGuard citizen ID system at school buildings
- Installed two high performance firewalls to eliminate network congestion
- Working with the Department of Community Services on design of new Center at Punchard expansion
- Designed IT infrastructure for 5 Campanelli Drive
- Won MIIA grant for town wide cybersecurity audit
- Designed new AV architecture for School Committee Room. Rolled out Phase One
- Completed design of wireless architecture at Public Safety building and commissioned detailed wiring design

User Growth



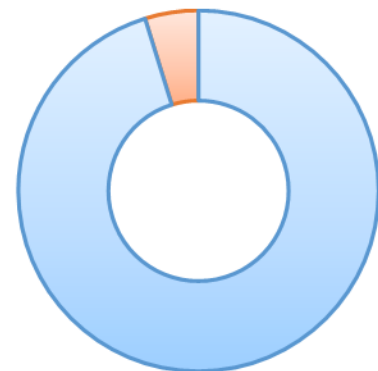
- Established n New E911 system
- Worked with Andover Fire Rescue to transfer all radio communications to fiber
- Extended fiber network to Pumps Pond and Rec Park. Installed wireless, voice, and camera

capabilities

- Worked with the Department of Facilities to convert older analog cameras to digital
- Defined new video phone architecture for building entry

Solutions Team

- Implemented Registration Gateway On-line Back to School Forms for all schools. This allowed parents to update Back to School forms online; then the data was then uploaded to our School Information System (Aspen).
- Implemented the AudioEye Feature within the Schools Website to be ADA compliant. The Andover Public Schools website has been enhanced and optimized to conform to WCAG 2.0 principles and guidelines.



Overall Town Budget FY2019 - \$40,585,445
Department Budget - \$2,046,502

- Worked with the Parking Task Force to identify new “smart” parking technology
- Worked with Community Development and Planning to define new document management platform and process
- Worked with Community Development and Planning to define requirements for new generation ViewCloud implementation
- Piloted first in the Commonwealth municipal chat bot for improved citizen interaction
- Implemented Office 365 Cloud Tennant for School users
- Deployed new paperless salary statements
- Assisted the Finance Department with implementation of Tyler Cashiering
- Assisted Community Development & Planning with implementation of Food Inspectional Software
- Developed user facing GIS tool to allow residents to view existing water billing and project new water billing rates based on the outcome of the North Reading Special Town Meeting
- Implemented hazard tree mobile mapping application funded through external grant
- Mapped Town Optic Fiber Network
- Created maps for the 2017 Open Space and Recreation Plan (OSRP). This plan will help the Town secure grants and funding for future open space endeavors
- Maintained the mobile catch basin Cleaning Data Collection Application which allows staff to enter an inspection record for every catch basin cleaned
- Loaded utility plans and sketches onto mobile devices and linked to digital maps on mobile devices for offline use. Essentially removing the need for Highway and DPW personnel to return to the office and look up paper plans.
- Updated high resolution Aerial Imagery from Pictometry through The Merrimack Planning Commission (MVPC)
- Developed internal GIS database with Town and School managed Building Spaces and Rooms
- Upgraded mobile water meter reading technology to utilize actual GPS coordinates. This allows for a real time map interface in the field. The result is that the meter reader can confirm in the field that the meter has been read correctly
- Created a GIS mapping tool to assist residents in checking water billing issues during transition to new billing model
- Installed Spring Grove Cemetery Viewer. Updated on quarterly basis and maintained by the Town GIS. This allows staff and public to see detailed cemetery database



Members of the Information Technology team with Governor Charlie Baker and Lt. Governor Karyn Polito at Old Town Hall Claims Center following the Merrimack Valley Gas Disaster. The IT team was critical in setting up technology infrastructure for the Claims Center as well as two mobile permitting centers.

Community Services

The mission of the Department of Community Services is to provide educational programs, recreational programs and needed support services that promote positive growth and development and an increased quality of life to the citizens of Andover.

Community Services Staff

Joseph Connelly
Director of Community Services

The Department of Community Services was formed in July 2016 by merging the divisions of Recreation, Youth Services, Elder Services and Veterans' Services into one service-oriented department.

Each of the four divisions service the community by offering programs, outreach and support services, and community-wide special events. Each division is also responsible for managing various public facilities that enhance the quality of life for the entire Andover community. The merging of these four divisions into a single department will provide the Town with additional efficiencies and opportunities to continue to meet the ever changing needs of the residents of the Town of Andover.

Recreation

Andover Recreation provides Andover residents with a myriad of social, educational, cultural, and recreational opportunities while embracing diversity and accessibility for all ages. Andover Recreation strives to rate the pulse of the community and incorporate those ideas into valued programs for its citizens now and into the future.

Recreation Staff

Jessica Downing
Recreation Director

Christopher Dempsey
Recreation Coordinator

Kourtney Crampton
Program Assistant

Janice Wall
Recreation Coordinator

Sophie Stahley
Finance Coordinator

Jennifer Lawlor
Office Assistant

Andover Recreation, better known as Andover Rec, was established years ago as a traditional recreation department. As Andover grew, the department embraced a wider mission. Today, the Division is comprised of five full-time staff, hundreds of part-time adult and student employees, as well as vendors and volunteers who provide over 600 programs, events and trips for our residents each year. The Andover Recreation office is located on the second floor of the Andover Town Offices and offers customer service from 8:30AM-4:30PM, Monday through Friday. Online registration for programs is available 24/7 through the website, www.AndoverRec.com.

Over 12,000 individuals participate in programs, trips, and events organized by Andover Recreation each year. That being said, Andover Recreation actually serves upwards of 20,000 persons per year. That number more accurately reflects the many repeat participants who are taking advantage of multiple programs per year, those who enjoy our facilities at Recreation Park and Pumps Pond, and those who take part in our free and low cost events annually. Non-residents are welcome to participate in most programs, however, a small non-resident fee is added to the program cost for anyone who lives outside of Andover.

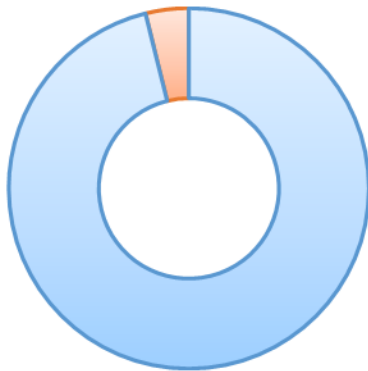


The Winter/Spring 2018 program guide highlighting Kid Care, and the retirement of Recreation Director Kim Stamas. Thank you Kim for your decades of Service to Andover Rec

Daytime, after-school, evening, school vacation and summer vacation programs are held throughout Town. Andover Recreation utilizes Andover's public and private facilities including the Andover Public Schools, the Greater Lawrence Technical High School, The Cormier Youth Center, Sarkisian Driving Range and the Old Town Hall for its programs. Special events and concerts are held in The Park. Tennis lessons, pickleball programs, and adult co-ed softball leagues are held at Recreation Park and swimming and paddleboarding programs take place at Pumps Pond. Outdoor sports programs for children are held on fields throughout the Town. Hundreds of non-credit, online courses are also available each month for those with internet access.

This past year, Andover Recreation collaborated with the Andover Public Schools to offer a state licensed after-school program called Kid Care. The program is currently being offered at Bancroft Elementary School and West Elementary School. The program is currently licensed for thirty-nine students at both facilities. Next school year, Andover Recreation will also license programs at the South Elementary School and High Plain Elementary School.

Recreation continues to maintain and make improvements to Recreation Park and Pumps Pond. Improvements include upgrades to the waterfront area and landscaping and trimming paths in the woods to enhance the general appearance and accessibility of the complex. The beach area was updated and pond maintenance continued with hydro-raking and water quality monitoring. Recreation Park and Pumps Pond improvements also included security cameras to both facilities. Andover Recreation hired GPI Consultants to begin the master planning process for both facilities. The kick off public meeting was held in December with additional public meetings planned through the beginning part of next year.



Overall Town Budget FY2019 - \$40,585,445
Department Budget - \$1,637,858

As Andover continues to grow and change, Andover Recreation adapts and changes to meet the needs of the community.

Classes and Programs

A comprehensive seasonal program booklet is mailed to Andover residents three times a year: early January, June and September. Information for Andover Recreation programs, trips and special events for the upcoming season are found in booklets. The current booklet and registration information can also be found at www.AndoverRec.com

Community Donations

Opportunities to help neighbors in need include the Mitten Tree, providing winter apparel at the holidays, Holiday Gift Baskets, providing comfort to Andover's elderly and Campership opportunities for children in need who are enrolled in Andover Recreation Summer programs.

Community Trips

Each season, Andover Recreation offers trips to a variety of locations. Some favorites include New York City shopping during the holiday season and a summer day trip to Nantucket Island. Children's summer field trips include Canobie Lake Park, Wingersheek Beach, CoCo Keys and Water Country.

Special Events

Andover Recreation coordinates special events throughout the year that have become memorable family favorites. These programs are offered at minimal cost (or in some cases no cost) to residents and include an Easter Egg Hunt, Yard Sale in The Park, Free Concerts in The Park series, Family Camp Out, Preschool Holiday and Park Events, free Summer Kickoff Event, Holly Ball and Valentine's Dance. Andover Recreation was also a large contributor to the successful Andover Cares and Holiday Happenings event!



Each year, Andover Recreation coordinates gift baskets for seniors

Youth and Adult Sports Leagues

Preschool leagues include Fall and Spring Kickin' Kids Soccer and Tot Shot Floor Hockey as well as Spring Sandlot T-Ball. Over 400 pre-school age children participated in these leagues this past year.

The Bob French Basketball League is the town-wide recreational league available for elementary and middle school children. In the Spring, a Lacrosse league for ages 5-8 is offered at Recreation Park. In the Fall, we offer a Flag Football League with 348 participants. Over 1,000 elementary and middle school children participated in these programs this past year.

Various adult sports leagues are organized through Andover Recreation, including an Adult Co-ed Softball League with 24 teams in the Summer and 12 teams in the Fall, a Pick-up Men's Basketball League that runs in the Fall, Winter and Spring as well as a Co-ed Pickle Ball Leagues that run throughout the year. Approximately 1,500 adults participate in these leagues each year.

Enrichment Programs

Andover Recreation enrichment programs are offered throughout the year for all ages. Children's programs feature opportunities in theater with Children's Studio for the Arts. Additionally, there is a host of art, dance, language and music lessons for both children and adults. Andover Recreation has expanded new science workshops as well as babysitting, sewing, and art courses.

Ski Program

The Bradford Ski and Snowboard Club is one of our most popular programs with almost 300 children participating from 10 different Andover schools, both private and public. This six-week program, for students with abilities from beginner through advanced, offers lessons, open ski/snowboarding and rental packages. Andover Recreation also offers discounted ski tickets to Attitash and Wildcat Mountains available for sale in the office.

Summer Program

Andover Recreation offers a variety of exciting programs to keep the children of Andover engaged during their Summer vacation. Listed below are just a few of the many programs offered:

- Rec Park Playground – For Andover Residents only. Held at Rec Park and Poms Pond, is available to children entering grades 1–5. It offers seven weeks of age-appropriate activities such as swimming, sports and arts & crafts.
- All Day Discovery – Held at an Andover Elementary School, Rec Park and Poms Pond, is a full-day, seven-week program for children entering grades K–5. They participate in tennis, swimming, boating, arts & crafts and a weekly field trip.
- Outer Limits – For Andover Residents only. Held at Rec Park and Poms Pond, is available to children entering grades 6-8 It offers seven weeks of age-appropriate activities such as swimming, sports and arts & crafts as well as leadership projects working with the community at summer park events.
- Beach Buddies - Held at Poms Pond, provides both a full-day and half-day option for children ages 4-7. Activities include arts & crafts, age-appropriate activities, swim lessons and weekly special events.
- Sports Programs – Held in a variety of locations. Programs include Tennis, Football, Baseball, Soccer, Track, Archery, Fencing, Golf and Stand Up Paddle Board.
- Programs for Younger Children – Programs include Swim Lessons held at Poms Pond and other sports programs including Cheerleading, Pee-Wee Tennis and Kidsports held at various locations throughout the Town.
- Science Programs – Held as week-long or half-week programs at the Old Town Hall and/or Recreation Park. These offerings vary with interest focusing on engineering, robotics, Lego's, chemistry and life sciences for children ages 7-12.

Recreation Park

This large scenic park off Abbot Street is open to the public for a wide variety of seasonal recreational activities. Facilities include four lighted tennis courts, a ball field with lights for night games, lighted pickleball courts, picnic areas, children's play area and restrooms. Whether you're looking to host a relaxing family picnic or an action-packed birthday party, Recreation Park is the perfect place to rent for your event.

Poms Pond

Located off Abbot Street, Poms Pond offers a spacious beach area, picnic grounds, children's playground area, canoe, kayak, paddleboats, paddleboard, and sailboat rentals, along with recreational and instructional swimming. The complex, open mid-June through mid-August, includes a bathhouse with showers, restrooms, changing facilities, concession stand and first aid station. Andover residents may purchase beach stickers at the pond or in the Recreation office. Over 450 residents purchased season passes in 2018. A daily rate is available for Andover residents and non-residents. Hundreds of people enjoy the Pond each day in addition to the hundreds of

children who are onsite attending their summer programs. An Early Bird Special for the season pass is offered to Andover residents at a discounted rate each Spring, as well as senior citizen rates for Andover residents.

Andover Youth Services

Andover Youth Services provides a comprehensive recreational, educational, social and support program for Andover's 11-18 year age group. AYS continues to develop experiences that allow

Youth Services Staff

Bill Fahey
Director of Youth Services

Glenn Wilson
Assistant Director of Youth Services

Tony Lombardi
Program Coordinator

Neal Callahan
Program Coordinator

Jackie Stackhouse
Program and Outreach Coordinator

young people to build new relationships, help to develop an identity, provide opportunities to exercise independence, offer physical activity through appropriate challenges and gives participants a sense of belonging. All of these elements build a foundation towards a young person's positive development, builds a valuable connection to the community outside of school and constructively engages adolescents in meaningful activities.

AYS implements over 250 individual programs and events engaging over 15,500 participants and facility users. Support programs are the most essential element of the AYS organization. AYS coordinates thousands of hours of community service, is a resource for troubled youth requiring intervention, and assists in mediation. The AYS staff spends countless hours with individuals or small

groups dealing with a variety of critical youth development issues. AYS serves as a bridge between a young person's needs and the services and programs that can help them become a well-rounded individual.

Accomplishments in 2018

- Created and implemented over 250 individual programs and events in four areas: recreation, social, support and education. Highlights include STEM programs, field hockey, wrestling, volleyball, golf, ultimate frisbee, track, cross country, and lacrosse sports programs.
- Maintained a level of use with the new Cormier Youth Center and again serviced over 26,000 program participants and facility users.
- Community events and programs – The AYS brought the community into the Youth Center and partnered to implement intergenerational programs, numerous town and school functions, the Colleen Ritzer 5K road race, flu clinics and over 50 other events in 2018.



Andover Youth Services program participants outside the Center

- CORE 4 – The AYS, Lawrence Boys and Girls Club, Andover/North Andover YMCA, and North Andover Youth Services gathered together for a regional youth leadership experience in June. The groups shared ideas, experiences, and connections over a weekend at a YMCA camp on Lake Winnepesaukee. Ongoing plans continue for building relationships and promoting a regional approach to youth development in the Merrimack Valley.
- Andover boys in grades 5 through 10 had a tremendous opportunity to meet and play lacrosse alongside boys from Harlem. AYS hosted boys in grades 6 through 8 from the Promise Academy in Harlem through the Harlem Lacrosse & Leadership organization for the weekend. The weekend culminated with the “One Nation Lacrosse Jamboree.”
- Andover Youth Services successfully assisted the community in the first 48 hours of shelter operations during the September gas disaster. The Andover Youth Center was a 24-hour shelter for residents and the AYS staff assisted the American Red Cross in their operations.

Programs offered by Andover Youth Services

- *Recreation Programs* – Through recreationally-based experiences such as field trips, after school experiences, vacation programs and outdoor adventures, young people are challenged both physically and mentally in a safe environment providing a gateway to self-discovery and building relationships.
- *Sports Programs* – AYS keeps young people active and engaged with youth lacrosse, wrestling, field hockey, track, cross country, ultimate, golf, rugby, and volleyball.
- *Andover Skate Park* – The Park offers lessons, clinics and contests throughout the Summer months and gives young people throughout the Merrimack Valley a community venue to express themselves in diverse, dynamic and creative ways through skateboarding, music, painting and social events.
- *Social Events* – AYS’ dances, concerts, coffee houses and community events create opportunities for young people to interact in a safe, supervised environment.
- *Green Team* – Trains young people in a variety of marketable skills preparing them to enter the workforce. Instructors provide role models that create connections to something positive and build lasting relationships.
- *Troop KBG (Kick Butt Girls)* – A girls leadership group that explores women’s issues, perceptions and how to break through stereotypes through action.
- *Andover Youth Council* – A leadership group that engages 25 high school students in relevant issues, both local and worldwide, and organizes community events and social functions year round. The Council inspires the students to become change agents in their community.
- *Theatreworks* – AYS works with youth behind the scenes as well as on-stage, utilizing adult mentors to help students of all ages gain knowledge and appreciation for working together in theater arts.

Elder Services

The Division of Elder Services, under the direction of the Director of Elder Services, provides services and activities designed specifically to meet the needs of Andover residents who are sixty

Elder Services Staff

Annmary Connor
Director of Elder Services

Kristine Havemeyer
Outreach Coordinator

Shawna McCloskey
Case Manager

Kathleen Byrne
Program Coordinator

Christine Marshall
Office Assistant

Francisco Melendez
Food Service Coordinator

Sue Starbird
Food Services Worker

Social Day Care Assistants
Katherine Perakis
Mary McGettrick

Food Service Workers
Ed Blinn
Tina Solari

Drivers
Caren Connor
George Perakis
George Thomson
Kelly Cameron

Sharon Thomson
Community Outreach Nurse

and over. A wide variety of cultural, educational and recreational programs are available for those who are very active and independent, as well as services designed to help those who are more frail, live as independently as possible in the community. Families whether they live near or far, can find the assistance they need to help plan and provide for their loved ones who reside in Andover. Volunteers of all ages are essential to the many programs and services offered both at the Senior Center and in all other Town Schools and Town Departments. Without our valuable volunteers we wouldn't be able to offer many of the services that are currently available. The Division is funded through a combination of Town budget, state and private grants, private donations, and volunteers' time.

The ongoing challenge for the staff and volunteers is to be responsive to the needs and interests of older adults and their families, and to design and implement appropriate programs in the most efficient manner possible for this growing population. Building relationships in the community, sharing expertise, resources, and support with other community groups whenever possible is also key to the success of the Division. We invite you to join us as we continue to enhance and expand this vital and essential community resource.

A Growing Senior Community

As the number of Andover residents presently, or soon to be, over age 60 steadily increases, Elder Services faces the challenge of identifying resources for an increasingly diverse older population. How prepared are we to meet the various needs of a population whose ages range from 50 to 100+? What resources will be needed to support our oldest residents living independently in the community? Will Andover, as a community, be ready as more residents seek

assistance, either for themselves or for family members? How do we draw residents aged 50+ to not only remain in the community but to also become more involved? The Elder Services Division continues to create and provide specialized programs and services in fulfillment of its mission, as laid out by the Council on Aging, following the charge of the March 12, 1966 Annual Town Meeting:

- Identify the total needs of the community's elderly population.
- Educate the community and enlist support and participation of all citizens about these needs.
- Design, promote or implement services to fill these needs or coordinate existing services in the community.
- Promote and support any other programs which are designed to assist the elderly in the community.
- Enlist and develop capable volunteers and professional leadership for the above purposes.

To accomplish these goals, programs are designed to promote good health and nutrition, access to services and community life, create volunteer opportunities, increase financial and personal independence, and combat isolation. Elder Services continues to develop creative intergenerational programs serving both seniors and young people from pre-school to college age. An emphasis on health, wellness, and nutrition programs provides a variety of opportunities to maintain, enhance and improve health. Continuing goals and objectives focus on improving social services, transportation, educational and recreational programs, intergenerational and volunteer opportunities, and expanding outreach in the community.

The Council on Aging includes the Division of Elder Services with offices located at the Senior Center at Punchard and the Council on Aging Advisory Board, whose members are appointed by The Town Manager.

Resources

Fees for services cover most program costs and are supplemented by coordinating programs with other community groups and agencies.

Additional funding comes from many sources: grant funding, donations, the Town

budget, formula grant funds from the state's Executive Office of Elder Affairs, our annual craft fair, advertisements in our newsletter, and support from the Andover Home for Aged People and the Andover Senior Community Friends. Scholarships are available for all senior center programs. Programs developed cooperatively with the Elder Services of the Merrimack Valley and other community organizations provide access to a variety of programs and services that would otherwise be limited by space and economic constraints.



Elder Services jumped in to help serve first responders and residents affected by the September 13, 2018 Merrimack Valley Gas Disaster.

Accomplishments

Volunteer services continue to attract a large number of seniors who give back to the community, working in all School and Town Departments through the Senior Citizen Residential Property Tax (SCRPT) work-off program. Collaborations with the growing number of older Asian residents have led to weekly ESL classes and an annual Chinese New Year celebration where residents provide the entertainment by sharing their music and culture.

Outreach through our newly designed website, the monthly newsletter, and monthly cable TV show “Something About Andover” emphasizes the wealth of experience shared by our older residents. This third phase of life is not the end but a continuation of the journey.

Intergenerational programming in cooperation with the Andover Youth Services and the new Cormier Youth Center through a grant obtained through the Andover Home for Aged People, assist in bridging the gap and fostering positive relationships between these two segments of the population.



The Sunset Singers performing at their holiday concert

Outreach continues to be the cornerstone of our community grass roots service to Andover residents. The Andover Elder Services is fortunate to have their own Congregate and Meals on Wheels Site, which allows us to provide fresh food to seniors as well as an informal well-being check. We offer transportation around town for local shopping and outings, and recently added a new “Townie” trip program to help transport seniors to a wide variety of in-town activities.

The Elder Services Division has formal educational agreements with Salem State University, Simmons College School of Social Work, Northern Essex Community College, University of New Hampshire School of Social Work, William James College, and Boston University School of Social Work. In 2017, Andover Elder Services was fortunate to have two students assist Elder Services throughout the year. These new internship partnerships also bring an ability to develop cutting edge clinical services to our residents.

The Senior Connections Day Program continues to be a bedrock service to the residents of Andover and surrounding communities. This program allows many caregivers the ability to have respite care at affordable rates. The program is also contracted with Elder Services of the Merrimack Valley to serve frail seniors at a reduced rate for those who meet the financial qualifications. Senior Connections assists older adults to maintain a level of independence with program support. Aligned with this program is the Memory Café program, which received grant funding from the Department of Developmental Services and is being designed for long-term sustainability.

On the recommendation of the Town Manager, the Board of Selectmen has appointed an Elder Services Task Force to collaborate with Town staff and seek additional input from residents to develop an implementation plan for the key recommendations from a study that was conducted this past year. Some of topics the Task Force will investigate include:

- Identify and analyze the cost/benefits of potential tax relief measures for senior homeowners.
 - The Elder Services Task Force was successful in passing a local senior tax exemption at the annual 2018 Town Meeting. The Home Rule petition passed the State legislature and will go into effect in July of 2019.
- Develop a recommendation strategy to expand housing options for seniors.
- Evaluate the current programming and hours of service in key facilities available to seniors and identify recommendations to better utilize these facilities.
- Consider ways to increase the use of the Senior Center at Punchard and to integrate senior activities into other town functions.
- The Senior Center at Punchard is currently undergoing a facility feasibility study to consider renovation options.
- Identify opportunities to collaborate with local community organizations.
- Explore opportunities to expand options for seniors.

Veterans' Services

The Veterans' Services Office provides or coordinates all state and federal financial, medical and administrative benefits to Andover's 3,300 veterans and their families.

State Benefits - In 2017, the office responded to numerous public assistance requests from veterans for fuel, food, housing, burials, medical needs and other under Massachusetts General Law Chapter

Veterans' Services Staff

Mark Comeiro
Director of Veterans' Services

115 (M.G.L. C115). This public assistance program is paid for by the Town and reimbursed 75% by the State under M.G.L. C115. The Veterans' Office managed recurring public assistance cases for veterans and/or their families throughout the year, culminating in over \$75,000 disbursed to veterans and their dependents.

Federal Benefits - Obtaining federal benefits for local veterans is a priority in the office to include service-connected disability claim processing. Andover residents receive over \$2 million dollars in tax-free federal veterans' benefit dollars annually, mostly through service-connected disabilities and widows' pensions.

Veterans' Services also planned and coordinated the patriotic ceremonies in observance of Veterans Day, Memorial Day, Flag Day, September 11th, the Annual Veteran Recognition Luncheon, Annual Veteran Holiday Breakfast, and placed flags on the graves of veterans buried in Andover. Veteran involvement with school assemblies and other civic activities during the year were also handled by the Veterans' Services Office.

Highlights of 2017 include: The Heroes Among Us Project continued with documenting our veterans' history and publishing of *Heroes Among Us Book 9*, a book spotlighting our living Vietnam War Veterans. Twenty-two Andover veterans allowed us the privilege to document their service to the nation and we formally recognized them on Veterans Day. A special thank you to

Robert Domingue for his continued dedication and support of the *Heroes Among Us* book project. A multi-year initiative for the Director of Veterans' Services has been to improve office recordkeeping. Efforts to align the Veterans' Office records with the 10 Town cemeteries is complete, and Town veterans' records have increased to over 10,300, which reflect over 3,800 veterans buried in our Town cemeteries.

Forty-two Andover veterans died during 2017. These veterans served from WWII through the Vietnam War. The Director of Veterans' Services also serves as the Town's Graves Registration and Burial Officer.

Key Services:

- **State Veteran Public Assistance Benefits (Massachusetts General Law C115 / MGL C115)** Outreach, Intake and Counseling, Public Assistance Disbursements and Semi-Annual Audits
- **Federal Veteran Benefits (Veterans Administration / VA)** Disability Claim Processing, Health Care, Burial and Widow's Pension Processing and Grave Marker Applications
- **Graves Registration** Veterans Funerals, Family Burial Counseling, Necrologies and Records Management for over 10,000 Veterans (living and deceased)
- **Committees and Coordination** Patriotic Holiday Committee, Elder Services Division, and local Veterans' Groups
- **Patriotic Programs and Ceremonies** Memorial Day, Veterans Day, Patriotic Concerts, September 11th Remembrance, Annual Veterans' Luncheon and other events
- **Memorial Care** Monument oversight and dedication as well as Veterans' Grave flags (10 cemeteries and over 3,800 graves)



Volunteers replace flags on Veterans' grave sites in advance of Veterans' Day.

Memorial Hall Library

Memorial Hall Library is a community partner and community space dedicated to the free and open exchange of ideas. Library patrons experience Memorial Hall Library as a responsive, vital resource for meeting their individual and family needs. Lives are enriched through a lifelong relationship with literature, art, information, technology and each other.

Memorial Hall Library Staff

Beth Mazin
Library Director

Kimberly Lynn
Assistant Director, Collections & Personnel

Barbara McNamara
Assistant Director, Circulation & Technical Services

Vicki Murphy
Executive Secretary

Beth Kerrigan
Head of Children's Services

Children's Librarians
M. Kimberly Bears
Kate Belczyk

Stefani Traina
Community Services Librarian

Dean Baumeister
Coordinator of Reference Services

Stephanie Aude
Local History & Reference Librarian

Theophyne Kontos
Systems Librarian

Wendy Kung
Chinese Collection Specialist

Reference Librarians
Clare Curran-Ball
Jesse Light
Renata Sancken
Larisa Shvarts
Justin Termini
Anna Tschetter

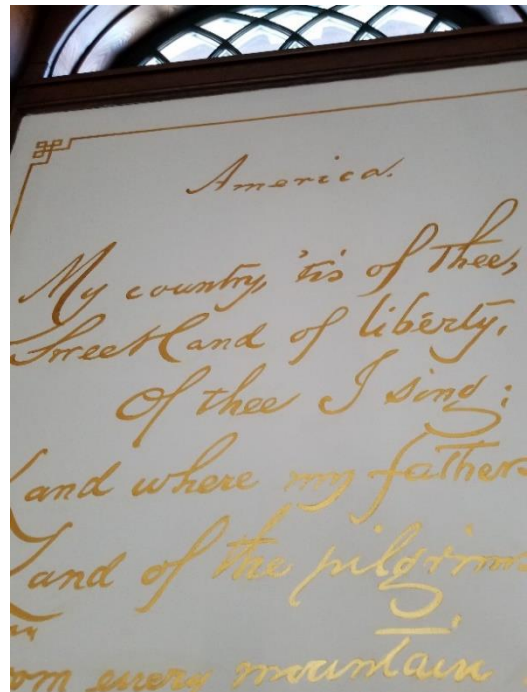
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2018 was another exciting year of change at Memorial Hall Library. With assistance from the Department of Facilities, the Friends of the Library and the Library Trustees, the following was accomplished:

- Andover newspapers from 1853 through 1985 are now digitized and available online.
- Memorial Hall was painted, new draperies were hung and a new AV system was installed.
- The granite steps and threshold at the front entrance to the library were reset, a new front door was installed, new tile was laid, the lobby and stairwell were painted and new lighting both inside and outside was added.
- Make@MHL makerspace opened with 3D printers, vinyl cutter, poster printer, sewing machine and other machines and tools.
- Intercom for closing announcements and emergency paging was installed.

My Country 'Tis of Thee Comes Home to Andover

When the 1926 addition was constructed on the north side of the Library, a large window was removed from Memorial Hall. For years, that large plastered blank space was covered by draperies as if the window were still there. When new draperies were installed this Winter, the



first verse of the patriotic song *America (My Country, 'Tis of Thee)* was printed on the wall. The

lyrics to *America* were written by Samuel Francis Smith in 1831, while he was a student at the Andover Theological Seminary. The song is central to Andover's identity.

Library Data				
	2016	2017	2018	% Change
Total # of items	215,144	218,576	224,855	2.9
Circulation	527,719	516,388	472,034	-8.6
Overdrive e-content	20,330	23,347	29,290	25.5
Adult/Teen programs	502	514	520	1.2
Attendance	8,992	9,878	10,886	10.2
Children's Programs	788	761	819	7.6
Attendance	22,222	23,605	22,707	-3.8
Reference questions	65,338	69,381	69,237	-0.2
Computer signups	47,186	50,054	62,400	24.7
Meeting Room use	1,168	1,252	1,293	3.3

Note: Some data affected negatively due to the gas disaster and the prolonged closure of the front entrance.

Memorial Hall Library Staff, *continued...*

Library Assistants

Darsana Barua
Susan Buckey
Lori Ann Buke
Paula DelDotto
Gerry Deyermont
Liana DiPasquale
Pam DiPesa
Tricia Donnelly
Terrie Floyd
Virginia Guazzaloca
Amy Martin
Kathy McDonald
Linda Murphy
Carol Plate

Library Aides

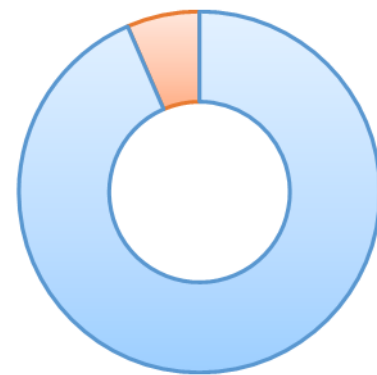
Denise Carriere
Debra Christopher
Lee Lebowitz
Ann McGrath
Sarah Nourse
Shannon Phelan
Arianne Schwartz
Randall Termini

New Services and Improvements

- Digital magazines added to Overdrive
- Make@MHL Maker Space opened
- Book Bike began visiting the Farmers' Market
- Chat Reference introduced
- Board games entered circulation

Very Popular Services

- Downloading/streaming content
- Requesting items online
- Technology assistance
- Learning in the Children's Room
- Small group study



Overall Town Budget FY2019 - \$40,585,445

Department Budget - \$2,829,092

Community Development and Planning

The Community Development and Planning Department is composed of the **Planning and Economic Development Division**, which is responsible for a wide range of activities associated with development, transportation, land use and economic development in Andover; the **Building Division**, which enforces the state and local building code and bylaws as they relate to building and structures; the **Conservation Division**, which protects Andover's rivers, lakes, and wetlands; and the **Health Division**, which is responsible for addressing all public health threats in the community and for promoting good health practices among its citizens.

Community Development and Planning Staff

Paula Hamel
Office Administrator

Patricia D'Agata
Permitting Technician

Planning and Economic Development

The mission of the Planning and Economic Development Division is to ensure the orderly growth and development of the Town through sound planning practices and through the implementation of the recommendations of the Master Plan.

Planning and Economic Development Staff

Paul Materazzo
Director of Planning & Economic Development

Lisa Schwarz
Senior Planner

Jacki Byerley
Planner

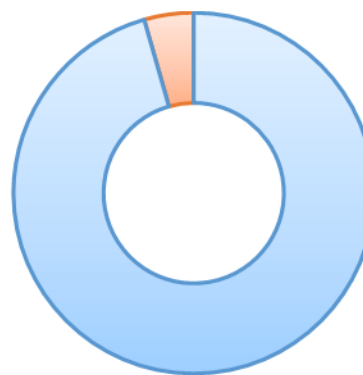
Kathryn Forina
Administrative Secretary

With the relocation of the Town Yard out of downtown, it presents a unique opportunity for the community to stimulate targeted economic growth and expansion of the downtown consistent with the Historic Mill District (HMD) overlay created at the 2015 Annual Town Meeting. The Historic Mill District overlay was created to promote the redevelopment of approximately 100 acres between Main Street, Dundee Park, the Shawsheen River and Whole Foods Grocery Store, which is also the area where the existing Town Yard is located.

To assist in augmenting the HMD zoning district, the HMD Task Force, in collaboration with the Planning Board, began to facilitate a comprehensive community

engagement process in development of design guidelines in the Fall of 2017. The HMD Design Guidelines, adopted in February 2018, are intended to be utilized as a tool to address the design of new buildings within Andover's Historic Mill District. New development, if not done well, has the potential to undermine the very quality of place that makes Andover attractive.

The level of community engagement and design excellence that evolved from this process has set the table for a transformative change in downtown Andover. The adoption of the HMD Design Guidelines represents an accumulation of



Overall Town Budget FY2019 - \$40,585,445

Department Budget - \$1,884,924

community input gathered over the years from the hundreds of walking tours, targeted conversations with existing stakeholders and businesses, numerous community meetings, as well as Andover's desire to reconnect their core downtown with the regional transit station.

With the zoning and design guidelines now in place, the HMD Task Force embarked upon development of a Circulation and Street Design Plan, Strategic Placemaking Master Plan & a Sewer and Water Master Plan for the district. The goal of the additional studies are to help prepare for future development within the HMD District, as well as better inform development of a community authored Request For Proposals (RFP) for the disposition of the municipal land off Lewis Street (former Town Yard site).

The HMD Task Force plans to continue their community conversations throughout the Spring/Summer, in preparation of petitioning Town Meeting voters in the Fall of 2019 for authorization to proceed with disposition of the former Town Yard site.

For more information on the Historic Mill District, please visit: andoverma.gov/hmd

Downtown

In 2018, the Planning Division experienced a historic wave of private reinvestment in Downtown, with nearly 65,000 square feet of development being permitted in 2018. At 27 Main Street, improvements are underway that include façade enhancements, reimagined ground floor retail and restaurant spaces, along with second floor office space. A new modern steak house, Smythe & Dove, is currently under construction at 89 Main Street and is expected to open in May 2019. At 32 Park Street, entitlements have been secured by Lillian Montalto Signature Properties to move forward with construction of a new 9,872 sf commercial/office building, with construction scheduled for Spring 2019.



Smythe & Dove, 89 Main Street

Commercial and retail activities in downtown Andover remained consistent in 2018 even with the disruption of business following the September gas disaster. The Town welcomed Theory Wine Bar + Listening Room on Main Street. Nazarian Jewelers and Quite Pleasures Jewelry moved into new spaces on Main Street and Chestnut Street respectively. Also this year, Savoir Faire expanded into the space adjacent to their existing store that was vacated by Izzy's Clothing, and the Town saw the addition of Kidcasso Art Studio at 63 Park Street.

Although not in downtown proper, this past winter Philips Academy opened their new 101,500 square foot field house known as The Snyder Center. This new facility will replace the existing Smith Center. In 2016, Merrimack College received approval for the construction of three academic buildings totaling 79,950 square feet off Elm Street, with their second building now open.

Recently completed in Fall 2018, the Lodge at Andover located off Shattuck Road, will offer 248 new luxury apartments units. The project will provide for a suite of housing options from one to three bedrooms, with the first units becoming available in the Fall of 2018.

Expansion of the Andover Medical Center continues, with Phase II of their campus now open for business. To assist in meeting the parking needs of the medical facility, the Andover Medical Center recently completed a new two story parking deck, accompanied by a commercial amenity space of 1,800 square feet, which will be home to Crack'D Kitchen and Coffee.

Housing

The Board of Trustees for the Affordable Housing Trust Fund awards approximately \$32,000 each year in allocated federal grant money. Since its inception, over \$30,000 has been awarded to Andover and twelve permanently affordable housing units scattered throughout Town were created. The most recent recipient of grant funding is the project on Lupine Road being built by Andover Community Trust (www.andoverclt.org). The Planning Division continues to monitor the existing affordable housing stock and continues to be actively involved in each affordable unit resale in order to maintain Andover's official Subsidized Housing Inventory with the state.

At the 2013 Annual Town Meeting, voters approved the 113-acre Senior Residential Community Overlay District off River Road, at the former Franciscan Center, for persons over the age of 62. As a result of the proactive planning process, the Planning Board approved Riverside Woods, a 200-unit independent living residence as proposed by Pulte Homes with 30 designed affordable units that will be counted in the Subsidized Housing Inventory. The construction of the Riverside Woods development is currently under way.

Community Engagement

With the goal of empowering the community to assist in guiding future land use policy, the Planning Division facilitated a series of community conversations over the past year. The public forums focused on development of a Housing Production Plan, Planning & Zoning Forum, Downtown Amenity and a series of workshops on the Historic Mill District pertaining to Circulation and Street Design, Placemaking Master Plan and development of a community authored RFP for disposition of the municipal land off Lewis Street (former Town Yard). With input received at the various forums, the Planning Division welcomes the opportunity to assist in bringing the community's vision into fruition.

Planning Division Update

Planning Division staff worked on open space preservation, created Geographical Information System (GIS) maps for various town departments, negotiated with numerous subdivision and site plan proposals to achieve the best possible development on the vacant lands, continued to encourage techniques for new development proposals to enhance compatibility with existing neighborhoods and mitigated environmental impacts to the greatest extent possible.

The Planning Board held twenty two public meetings and advertised and conducted fifty eight public hearings in 2018. In 2017, the Planning Board held nineteen public meetings and advertised and conducted sixty four public hearings. Many projects filed in 2016 continued through to 2017. Revenues in 2017 were **\$21,134.00***.

	2016	2017	2017
Planning Board Meetings	20	19	19
Public Hearings	35	64	64
Definitive Subdivision Plans	3	1	1
Preliminary Subdivision Plans	5	0	0
ANR Plans	11	11	11
Site Plan Reviews	4	1	1
Special Permits	9	9	9
Lot Releases and Clearance Certificates	9	8	8
Warrant Articles Reported	14	23	23
Subdivision Guarantees	0	2	2
Street Acceptances	4	3	3
Revenue Generated	\$69,720.90	\$220,940.50	\$220,940.50

Building

The mission of the Building Division is to ensure the health, safety and welfare of the Town's residents and visitors, as well as to protect the value of the historic district and historic structures in the Town through the enforcement of State and local laws, bylaws and regulations.

Building Division Staff

Christopher Clemente
Inspector of Buildings

Raymond Costello
Local Building Inspector

Paul Kennedy
Electrical Inspector

Richard Danforth
Plumbing and Gas Inspector

Barbara Burke
Zoning Administrative Secretary

The Building Division is charged with the enforcement of The Commonwealth of Massachusetts Building Code, 780 CMR, Architectural Access Board Rules and Regulations, 521 CMR, The Zoning Act, Chapter 40A of the Massachusetts General Laws, the Andover Zoning Bylaw, Article VIII, Section 33, Demolition of Historically Significant Buildings, Section 36, Ballardvale Historic District Bylaw and Section 37, Chimneys, of Article XII of the Town of Andover Code of Bylaws, as well as other applicable Town and State laws and regulations.

The Building Division reviews all documentation (plans and specifications) submitted with applications for permits and issues all permits required for construction and other applicable activities for which permits are required by law. The Division performs all required site inspections as well as Code mandated safety inspections. The Building Division responds to customer inquiries, complaints and emergencies. Finally, the Building Division assists other Divisions of the Department of Community Development and Planning, as needed, in its permit processing and enforcement and attends, when necessary, Zoning Board of Appeals, Planning Board and other Commission meetings.

This past year, the Building Division saw a tremendous increase in the number of gas and electrical permits and their associated inspections due to the Merrimack Valley Gas Disaster. Staff from all divisions within Community Development and Planning were deployed for at least 12 hours a day, 7 days a week ensuring the safety of residents from September 13, 2018 thru January, 2019. Andover was the host community for the Disaster Inspectional Services Center, which handled

permitting for all three affected communities. Permits were issued and inspections completed within a matter of hours, 7 days a week, all with the goal of restoring essential services to residents and businesses in the safest most expedient manner.

Permit Type	2016	2017	2018
New Dwellings	34	35	24
Additions/Alterations to Single Family Dwellings	1,133	1,174	1,201
New Multi-Family Dwellings	4	6	9
Additions/Alterations to Multi-Family Dwellings	50	86	74
New Commercial and Industrial Buildings	5	7	2
Additions/Alterations to Commercial and Industrial Buildings	134	254	143
Schools/Public Buildings	18	1	16
Swimming Pools	30	19	15
Signs, Chimneys, Wood Burning Stoves, Raze Permits	71	72	102
Solar	85	82	77
Mechanical / Sheet Metal Permits	125	202	164
Certificates of Inspection	81	82	81
Total Fees Collected	\$2,5740,64	\$3,155,995	\$2,683,849
Total Estimated Value	\$236,545,816	\$261,153,864	\$205,164,598

Electrical

The purpose of the Massachusetts Electrical Code is safeguarding the general public and property from the hazards arising from the use of electricity. The Electrical Inspector is responsible for reviewing and granting permits and scheduling inspections on a daily basis for residential, commercial and industrial jobs, and assisting the Police and Fire Departments in the investigation of accidents and fires.

Electrical work includes, but is not limited to, wiring for lighting, power, fire alarms, security alarms, telephone and other similar devices, installation of equipment for emergency power, generators, transformers, switch gear equipment, panel boards and similar equipment. The Electrical Inspector also reviews violations of the Electrical Code and inspects the corrective work for protection of the users and cooperates with the various electric companies that service the area.

Electrical Permits	2016	2017	2018
Permits Issued	1,404	1,337	2,877
Total Fees Collected	\$232,989	\$210,820	\$378,015

Plumbing and Gas

All plumbing and gas fitting installations are controlled through enforcement of the Commonwealth of Massachusetts State Uniform Plumbing and Gas Code, formulated by the Board of State Examiners of Plumbers and Gas Fitters under Massachusetts General Laws, Chapter 142.

The Plumbing and Gas Inspector issues permits for the installation of gas piping, plumbing and sewer installations and repairs. The Inspector assists the Fire Department with gas related fire emergencies. Inspections are conducted as necessary to ensure public safety and compliance with State Codes. Complaints and violations are also investigated and corrected or reported to the proper authorities.

Plumbing Permits	2016	2017	2018
Permits Issued	800	787	2,579
<i>Total Fees Collected</i>	<i>\$84,638</i>	<i>\$92,740</i>	<i>\$252,287</i>

Gas Permits	2016	2017	2018
Permits Issued	666	956	5,344
<i>Total Fees Collected</i>	<i>\$48,945</i>	<i>\$73,765</i>	<i>\$388,490</i>

Zoning Board of Appeals

The Andover Zoning Board of Appeals operates pursuant to the General Laws of the Commonwealth of Massachusetts (Ch. 40A) and the Town's Zoning Bylaw. The Board's powers are to hear and decide applications related to the following:

- Applications for a variance from the requirements of the Zoning Bylaw.
- Applications for a special permit under the Zoning Bylaw.
- Appeals by a person aggrieved by the decision of the Inspector of Buildings or other Administrative Official.
- Applications for a modification or an extension of a decision.
- Applications for a Comprehensive Permit to construct low or moderate-income housing within the Town of Andover, pursuant to M.G.L. Chapter 40B.

ZBA Meetings	2016	2017	2018
Public Hearing Meetings	10	13	14
Deliberations Only	2	0	2
Cases Filed	31	49	63
Cases Approved	31	35	38
Cases Denied	0	5	2
Cases Withdrawn	5	5	8
Continuances	5	78	75
Zoning Verifications	114	117	112
<i>Fees Collected</i>	<i>\$26,075</i>	<i>\$15,885</i>	<i>\$17,180</i>

Conservation

The Conservation Division is responsible for protection of Andover's rivers, lakes and wetlands, and provides staff support to the Andover Conservation Commission. The Commission's principal duties include enforcement and administration of the Massachusetts Wetlands Protection Act and the Andover Wetlands Protection Bylaw (regulation of residential, industrial and commercial development activity in or near flood plains, water bodies, and wetland areas.) The Commission also is responsible for the acquisition and maintenance of Town-owned Conservation Land, which totals approximately 2,082.89 acres.

The Conservation Commission consists of seven volunteer members, who are appointed annually by the Town Manager, to staggered three-year terms. Long-time Conservation Agent, Linda Cleary, retired this past year and our new Conservation Agent, Benjamin Meade, was hired in August. Ben comes to us from Horsley Witten Group and has extensive experience in environmental projects.

Conservation Land Improvement and Community Outreach

Conservation land is maintained and operated by our volunteer Conservation Overseers. The Conservation Commission remains committed to opening more land to passive recreation for the enjoyment of the public.

Conservation Staff

Robert Douglas
Director of Conservation

Benjamin Meade
Conservation Agent

Lynn Viselli
Administrative Secretary

The Conservation office continues to update the Town's wetland boundary overlay using data from application filings. This new data base provides the public with up-to-date accurate information and is available for free on the Town's website.

The Conservation Office coordinates with Andover Boy Scouts and Girl Scouts to complete outstanding service projects on public land with the assistance of Bob Decelle, Special Projects Manager. The second annual Boy Scout Camporee was held on the Virginia Hammond Reservation.

Selected Conservation and AVIS properties were opened for the ninth season of a regulated bow hunt consisting of 80 hunters. A total of 51 deer were taken during this archery hunting season. The deer hunt information can be found on the Conservation Page of the Town of Andover Website. Bob Decelle, Special Projects Manager, was awarded a Recreational Trails Grant from the Department of Conservation and Recreation, which will be utilized on the Bellevue Reservation Trail. The work will include trail clearing and construction of a scenic boardwalk to be completed by the end of 2019. Students from Phillips Academy helped with the start of construction of the boardwalk.



The installation of the first self-guided interpretive trail at the Retelle Reservation has begun. There was an unveiling and introductory walk of the Retelle Interpretive Trail. More panels will be added in Spring 2019. The reservation can be reached by Brundret Road and parking is free.



Leslie Howell Trotta

The installation of kayak/canoe racks at Shawsheen Pines occurred this past Spring. This allows the public a place to store their kayaks/canoes with easy access to paddling on the River. Several free paddle days were offered by Shawsheen River Greenway and were very popular.

There were a number of fun, family friendly activities which took place this year. A Birding Walk took place at Retelle Reservation. About 50 hikers enjoyed a full moon hike with ghost stories around

a bonfire at Pole Hill during Halloween week. And the first Andover Scramble Triathlon was held by the Shawsheen River Greenway and Andover Trails, utilizing trails for running/walking, the Shawsheen River for canoeing and the roadways of Andover for biking. The Conservation team “The Unsightlies” claimed victory!

Conservation Statistics	2016	2017	2018
Conservation Commission Meetings	27	28	26
Public Hearings	138	158	136
Abbreviated Notices of Resource Area Delineation	1	3	3
Orders of Conditions Issued	20	15	23
Amended Orders of Conditions Issued	6	2	5
Certificates of Compliance Issued	33	31	16
Determinations of Applicability Issued	63	77	55
Extension Permits	8	12	6
Notification of Satisfactory Completion of Work	30	34	37
Findings of Significance Issued	12	13	11
Enforcement Orders Issued	15	8	3
Emergency Certifications	10	9	6
Appeals	4	2	5
Superior Court Appeals	2	0	1
Cessations	4	7	3
Overseer Appointments	11	33	6
Acres of Conservation Land Acquired	0	0	6.069
Wetland Filing Fees Collected	\$64,737.60	\$36,635.25	\$28,346.80
Fines Collected	0	0	0
Wetland Boundary Line Changes	35	34	20

Health Staff

Thomas Carbone
Director of Public Health

Joanne Belanger
Assistant Director of Public Health

Patricia Crafts
Health Agent

Jane Morrissey
Registered Nurse

Carolina Garcia
Health Inspector

Denise Paul
Administrative Secretary

Ron Beauregard
Director of Healthy Communities

Health

The Health Division ensures the protection of both the environmental and physical health of Andover residents, conducting both routine and complaint-driven environmental inspections that include food safety, semi-public swimming pools, recreational camps, housing, and wastewater disposal. For Community Health, it conducts communicable disease and food-borne illness investigations, Tuberculosis monitoring and control, reviews recreational camp immunization records, conducts vaccination programs, and coordinates outreach clinics. The Division is the lead agency for the Greater River Valley Medical Reserve Corps and the Healthy Communities Tobacco Control Program. The Board of Health consists of three volunteer members appointed by the Town Manager for staggered three-year terms.

- At the end of 2018, Public Health Nurse Jane Morrissey retired after many years of service to the community. Prior to retirement, she received the Public



Andover Health Division Staff

Health Nursing Award from the Massachusetts Health Officers Association.

- At least eleven food establishments were opened or underwent renovations in 2018, with eight more in development for 2019.
- The Health Division has enrolled in the FDA Retail Food Program's Voluntary Standards Program. The program provides minimum operational standards that when met, provide an optimum level of protection for the public, and provides a framework that supports restaurants as they operate in the community. In 2018, the Division spent \$23,000 in federal grants to purchase inspectional software and provide staff training.
- The Health Division hosts a candidate for a Master's Degree in Public Health from Merrimack College during each academic year. The student is embedded with the Division for the school year. Ahkeen Williams began the development of an on-line survey that will be launched in 2019 to help the Board of Health plan future programs for the community. Danielle Murray is finalizing the survey tool.
- In the Summer of 2018, the Division hosted Worcester State University student Laura Delle Chai as an Intern. She assisted with several projects, including a review of land uses within the Watershed Protection Overlay District.
- The Columbia Gas Event taxed the capabilities of the Division in many ways, but staff was able to assist the residents and businesses through those difficult days. Health staff were involved in the initial days by performing community outreach, providing additional staffing through the Medical Reserve Corps, and behind the scenes assistance to other responding agencies. Staff also served as primary contact for all health care facilities and food service establishments as they returned to normalcy.
- The Massachusetts Department of Public Health has implemented major code revisions to its Food Code and Recreational Camps for Children Regulations, resulting in the need to learn those changes, and then assist operators to meet compliance with them. In addition, Town Meeting approved two new bylaws, where enforcement has been delegated to the Health Division.

Health Division Statistics	2016	2017	2018
Board of Health Meetings	11	11	11
Plan Reviews	251	210	148
Food Inspections	391	469	616
Environmental Inspections	532	622	512
Complaints Received	133	127	148
Administrative Hearings	4	4	1
<i>Total Permits Issued</i>	<i>1,670</i>	<i>1,549</i>	<i>1,275</i>
<i>Total Fees Collected</i>	<i>\$181,585</i>	<i>\$183,105</i>	<i>\$146,236.50</i>

Health Clinic Statistics	2016	2017	2018
Outreach Clinics	20	19	18
Senior Center Clinics	50	50	43
Office Visits	206	248	256
Home Visits	20	20	51
Recreational Camps/Clinical Inspection	20	12	19
Influenza Immunization	1,327	1,256	1,378
Cholesterol Screening Clinics	0	2	2
Tuberculosis Control	35	35	55

Communicable Diseases Reported	2016	2017	2018
Amebiasis	0	1	1
Animal Bites/Exposures	37	34	44
Arbovirus (Other)	1	0	0
Babesiosis	5	2	0
Chicken Pox	4	4	0
Campylobacter	4	7	7
Cryptosporidiosis	0	1	0
E.coli 0157.H7/Shega toxin	1	0	0
Enterovirus	0	1	0
Ehrlichiosis/HGA	7	9	18
Giardia	1	0	1
Hepatitis A	0	1	0
Hepatitis B	7	10	7
Hepatitis C	19	16	9
Influenza A & B	35	67	95
Invasive Bacteremia (Other)	0	1	0
Invasive gr A Strep	0	1	0
Legionella	0	2	0
Lyme Disease	71	88	60
Malaria	0	1	0

Mumps	0	0	2
Norovirus	1	0	0
Pertussis	6	1	1
Rocky Mountain Spotted Fever	0	1	7
Salmonella	4	5	7
Shigella	1	0	1
Strep Pneumonia	3	1	1
Group B Strep	2	2	2
Tick-borne (other)	1	0	0
Tuberculosis	1	2	0
Vibrio	1	0	0
Yersiniosis	0	0	1
Zika Virus Infection	0	0	2
Suspect Disease Requiring Follow-Up	32	33	75

Healthy Communities Tobacco Control Program

The Healthy Communities Tobacco Control Program, a state funded program, is a collaborative made up of Boards of Health from surrounding communities and is charged with the responsibility of enforcing state tobacco regulations and laws and Andover's bylaws. With Andover as the lead agency, the collaborative serves a total of 18 communities.

Greater River Valley Medical Reserve

The Greater River Valley Medical Reserve Corps (GRV MRC) is a regional resource hosted by Andover and tasked to support health operations and assist communities in both emergency and non-emergency situations. The GRV MRC was extensively used in several responses in 2018, including the Winter storms of March, the Columbia Gas Event, and annual flu immunization clinics. Volunteers assisted with staffing overnight shelters, daytime warming stations, food distribution, Community Assistance Centers, and the Community Shower Stations at Poms Pond. Volunteers include medical and non-medical personnel with an interest in assisting others.



Visitors enjoying Poms Pond

Andover Fire Rescue

Andover Fire Rescue

Michael B. Mansfield
Chief

Deputy Chiefs
Kyle Murphy
Albert DelDotto
Scott Gibson
Keith Weightman

Lieutenants
Ryan Beal
Robert Dalton
John Gangi
Jeffrey Gaunt
Thomas Kennedy III
James Landry Jr.
Jameson Lockhart
William Loehr
Christopher Morgese
Robert Stabile
Barry Thornton
Ian Timmons
Brian Wright

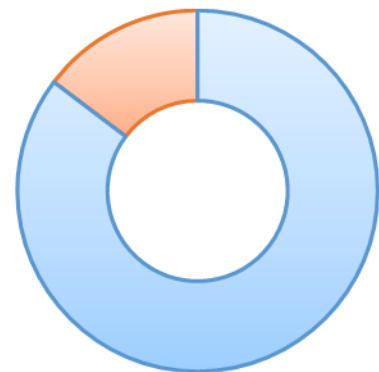
Firefighters
James Bancroft
Timothy Bartlett
Matthew Beirne
Ryan Beirne
Jonathan Booth
Philip Boulanger
Matthew Burke
Michael Byerley
Joseph Cahill
Richard Capano
Kevin Carney
Todd Collins
Jeffrey Condon
Jason Cunningham
Brian DeCourcy
Salvatore DeNaro
John DiZoglio
David Eulie
Kevin Farragher
Garrett Ferris
Brian Flanagan
Michael Giammasi
Daniel Guillet
Donald Hinckley
John Hines
Shawn Kelley
Richard Krafon
Brian Landry
Andrew Loonie

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The mission of Andover Fire Rescue is to serve the citizens of the community and its visitors by protecting them from the dangers created by man-made and natural emergencies. The organization provides professional services such as fire suppression, emergency medical services, technical rescue, and hazardous materials response. Andover Fire Rescue aggressively attempts to minimize the risks associated with these incidents through effective fire prevention and investigation, code enforcement, public education and injury prevention programs. We are dedicated to assisting those in need regardless of the severity of the problem.

2018 Organizational Accomplishments

- Met the emergency and non-emergency demands of the entire community during and after the September 13, 2018 natural gas incident that rocked the Merrimack Valley communities of Andover, Lawrence and North Andover. Andover Fire Rescue responded to 21 building fires and a total of 79 incidents in the first eight hours after the incident began. In total, the Merrimack Valley area had 141 fires, 5 building explosions, 1 civilian death, 3 civilian injuries and 7 firefighter injuries.
- Received approval from the Special Town meeting held in November 2018 to appropriate \$8.0 million dollars to design, engineer and construct a replacement fire station to be located on Andover Street.
- Conducted active shooter training for several personnel assigned to the Emergency Medical Services Division.
- Open air permits became available online through a collaboration with the IT Department.
- Thirty public meetings were held to introduce the initial design of the Ballardvale Fire Station replacement project to the community.



Overall Town Budget FY2019 - \$40,585,445

Department Budget - \$6,994,832

**Andover Fire Rescue,
continued...**

Firefighters

John McMullen
Carl Morrison
Jacqueline Moses
Joseph Murphy
Robert Murphy
Michael Oteri
David Pas
Clifford Pattullo
Robert Pelletier Jr.
Todd Richardson
John Senee
Stephen Stabile
Michael Surette
Eric Teichert
Matthew Trede
Michael Uttley
Ernest Vocell
Scott Weightman
Christine Wright

Marcie Jacobson
Executive Assistant

Joan Lemieux
Fire Prevention Administrative

In 2018, Andover Fire Rescue responded to a total of 8,962 incidents, which is an increase of 15.08% or 1,175 incidents as compared to 2017.

Andover Fire Rescue responded to 138 fire related incidents with 12 of those resulting in significant monetary loss.

Fire Prevention activities that our personnel participated in include station tours, school visits, open houses, awareness programs and residential safety audits increased from 1,017 in 2017 to 1,354 in 2018, which is an increase of 33.1%.

The Andover Fire Rescue Emergency Medical Service continues to realize an increase in responses.

There were 3,509 ambulance responses in 2018 compared to 3,145 in 2017, for an increase of 11.6%. These incidents resulted in 2,576 patients being transported to medical facilities by Andover Fire Rescue personnel. Patient contacts by AFR personnel increased from 3,581 in 2017 to 4,251 in 2018, an increase of 18.7%. Patient contacts are defined as someone who was evaluated by Andover Fire Rescue personnel and whom may or may not have been transported to a medical facility. Mutual aid ambulance responses to surrounding communities increased from 117 in 2017 to 122 in 2018.

Emergency Medical Service	2016	2017	2018
Ambulance Responses	2992	3145	3509
Transports	2317	2485	2576
Patient Contacts	3492	3581	4251
Mutual Aid Calls	116	117	122



Andover Fire Rescue's newest piece of equipment – Ambulance One – was put into service in 2018.

Andover Fire Rescue is a stakeholder in attempting to reduce the number of opiate and other substance overdoses that occur within our community. Members of our organization have been working diligently towards this goal by participating in various educational programs, attending focused meetings, and responding to these unfortunate incidents when they occur.

The efforts of many public and private organizations have had a positive impact on this epidemic and we will continue to

work and collaborate with all those agencies involved to minimize these overdose incidents even further.

Recognition

In 2018, several members of Andover Fire Rescue were awarded Founders Day awards for their many years of service to the organization and to the Town of Andover. The personnel who were recognized during the town-wide ceremony were:

Firefighter John Dizoglio	35 Years of Service
Lieutenant Barry Thornton	30 Years of Service
Lieutenant Robert Stabile	30 Years of Service
Lieutenant William Loehr	30 Years of Service
Firefighter John Senee	30 Years of Service
Firefighter Ernest Vocell	30 Years of Service
Firefighter Donald Hinckley	30 Years of Service
Firefighter Todd Richardson	30 Years of Service
Secretary Joan Lemieux	30 Years of Service
Firefighter Philip Boulanger	25 Years of Service
Firefighter Matthew Burke	25 Years of Service
Firefighter Jacqueline Moses	25 Years of Service
Deputy Chief Kyle Murphy	20 Years of Service
Deputy Chief Keith Weightman	20 Years of Service



Andover Fire Rescue personnel responding to a motor vehicle accident using the "jaws of life"

Andover Fire Rescue recognized Mr. Daniel Burke, Ms. Lindsey Lerit, Ms. Mary Lavalley, Mr. Daniel Reilly, Mr. Celso Spinna, and Mr. Peter Taylor with Citizens Lifesaving Awards for saving the life of a 29 year old female who collapsed at the YMCA while running on a treadmill. If not for the quick thinking of these bystanders, who utilized an AED to resuscitate the patient, there probably would not have been a positive outcome to this incident

Andover Fire Rescue personnel were awarded the Successful Resuscitation Award for their work in saving a 58 year old male patient on March 21, 2018, who was in cardiac arrest. Andover Police Officers who witnessed the patient falling onto the sidewalk, initially attended the male patient. The patient was resuscitated with a positive outcome and as a result the following were recognized:

- Lt. Christopher Morgese, FF/EMT Ryan Beirne, FF/EMT James Bancroft, FF/EMT Michael Uttley and FF/EMT Brian Decourcy.



Andover Fire Rescue personnel responding to a motor vehicle accident at the intersection of Central Street and Main Street

- Andover Police Department Officers Joseph Magliozzi and Owen Fitzpatrick were also recognized for their quick actions in providing immediate medical care to this patient.

Andover Fire Rescue personnel were awarded the Successful Resuscitation Award for their work in saving a 53 year old male patient who was involved in a motor vehicle accident on North Main Street, and was in cardiac arrest upon their arrival. The patient was with a positive outcome and the following were recognized.

- Lt. Brian Wright, FF/EMT Ryan Beirne, and FF/EMT Brian Decourcy.

The following personnel were awarded the Successful Resuscitation Award for their efforts in saving a 51 year old female patient who was in cardiac arrest on arrival on scene and was resuscitated with a positive outcome:

- Lt. Brian Wright., FF Clifford Pattullo, FF Brian Decourcy, FF/EMT James Bancroft and FF/EMT Michael Uttley.

The following personnel were awarded the Successful Resuscitation Award for their work in saving a female patient who was in cardiac arrest on arrival on scene and was resuscitated with a positive outcome:

- FF/EMT David Eulie, FF/EMT Timothy Bartlett

The 2018 Greater Lawrence Exchange Club Firefighter of the Year Award was awarded to several personnel for their teamwork in saving the life a man who was ejected from a box truck he was operating as it left the roadway of Route 495 NB and landed on him. The extrication of this patient took approximately 50 minutes and he was airlifted by Boston Med-Flight to a Boston area hospital for further treatment. Those awarded an AFR Unit Citation were:

Deputy Chief Scott Gibson
Lieutenant Brian Wright
Firefighter Michael Uttley
Lieutenant Barry Thornton
FF/EMT Andrew Loonie

FF Ryan Beirne
FF/EMT Brian DeCourcy
FF/EMT Jonathan Booth
FF/EMT Kevin Farragher

FF Stephen Stabile
Firefighter Michael Oteri
Firefighter James Bancroft
FF/EMT Brian Flanagan

Andover Fire Rescue is constantly seeking professional development opportunities to offer all of its personnel in an effort to achieve the highest level of training and education. This prepares personnel to respond to any type of “all-hazards” incident with the knowledge and resources to do so safely and efficiently.

Congratulations to Firefighter/EMT Michael Oteri for receiving his Masters in Public Administration and to Lt. Jameson Lockhart who received a Bachelor's of Science/Fire Science Degree from Anna Maria College.

In 2018, the personnel of Andover Fire Rescue attended hundreds of hours of training classes that covered such topics as technical rescue response, hazardous materials technician, Emergency Medical Services, terrorism, advanced firefighting techniques, public education and injury prevention.



Chief William T. Downs

There was one new personnel addition to Andover Fire Rescue on July 1, 2018. Appointed as the newest firefighter to our organization was Firefighter Jonathan Booth who successfully completed the Massachusetts Firefighting Academy Recruit School.

In 2018, Firefighter Bruce Belbin retired with a total of 30 years of service to Andover Fire Rescue.

Andover Fire Chief William T. Downs (Retired) passed away on December 20, 2018. Chief Downs served with the Andover Fire Department from July 26, 1955 when he was appointed as a Firefighter until 1986. In 1959, he was promoted to Lieutenant, Deputy Fire Chief in February 1964, Acting Fire Chief in August of 1976 and Permanent Fire Chief on July 25, 1977. Chief Downs served as Fire Chief for 10 years until his retirement in 1986.



Proposed Ballardvale Fire Station Design

Andover Police Department

The mission of the Andover Police Department is to provide the highest level of public safety and professional service to the citizens who live, work, commute and visit the Town of Andover. We are dedicated to provide these services by enforcing the laws of the Commonwealth of Massachusetts, the Bylaws of Andover and the Constitution of the United States, to ensure that the peace and security of our neighborhoods are maintained and that crime and the fear of crime are reduced.

Andover Police Department

Patrick Keefe
Chief

Lieutenants
Chad Cooper
Francis Fitzpatrick
Edward Guy
James Hashem
Christopher Moore
Greg Scott

Sergeants
Jeffrey Arleque
Richard Crimmins
Charles Edgerly
Steven Gerroir
Mark Higginbottom
Stephen Neal
Peter Reming

Patrolmen
Joseph Allard
Michael Anderson
Kevin Aufiero
Brian Blouin
David Carriere
Robin Cataldo
Michael Connor
Joseph Davies
John Delaney
Derrek Deranian
Daniel Devine
Barry Dubois
Owen Fitzpatrick
David Froburg
Matthew Goodale
Timothy Hagerty
Christopher Hughes
Matthew Hughes
Daniel Igoe
Kyle Kiberd
Michael Lane
Benjamin Ledwell
Brian MacKenzie
Joseph Magliozzi
Matthew McMahon
Eric Milligan
David Milne
James Moses
Justin Murray

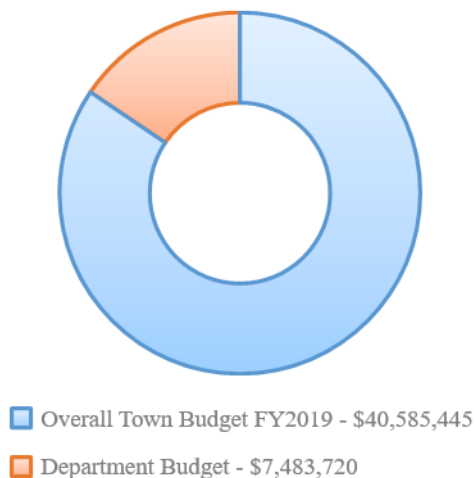
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Operations Division

The Police Department handled 25,820 incidents in 2018, a (1.0% decrease) from 2017. There were 312 arrests (24% decrease), 218 larcenies (20.0% decrease) and 36 burglaries (29% increase). The Department also responded to 57 calls of domestic abuse a 12.0% decrease over last year. The Department issued 4,523 motor vehicle citations during the year, which is a 16% decrease from 2017. There were 962 motor vehicle accidents handled by the Department, which is a 3% decrease.

The Police Department continued to work closely with other Town departments, state and federal agencies and the community throughout the year. The Department continues with its Prescription Drug drop box located in the Andover Police lobby. This allows residents to discard expired and unneeded medications safely. The Department also hosted two "Take Back Days" where we worked with the community and took back unused medication on two separate Saturdays. In total the Department has taken back in excess of 300 pounds of unused medications. The Department continues to train and carry the opiate antagonist drug NARCAN.

NARCAN was administered 18 times during 2018 by members of the Andover Police Department, including three times during the 5PM-1AM shift.



Andover Police Department, continued...

Patrolmen

Sean O'Day
Glen Ota
Thomas Paolera
Colin Radford
Nicole Richards
Michael Shanahan
Elliot Siegel
Angelo Taveras
Daniel Vining

Kyle MacKenzie
Reserve Officer

Central Dispatch
Charles Jessico

Supervisor

Gary Barnaby
William Bruner
David Carriere
Joshua Dugdale
Mark Fiorentini
Ryan Higgins
Melissa Kurkjian
John Peterson
Katie Ramos
Bonnie Silva
James Smith
John Teichert

Lizeth Menard
Executive Assistant

Leslie Hewett
Systems Administrator

Clerks

Linda Lane
Alison Milne
Mary Morkeski
Mary Rurak Burke

Sobhan Namvar
*Community Support
Coordinator*

Wayne Nader
Animal Control Officer

David Cantone
*Parking Enforcement
Supervisor*

Paula Marron
Parking Assistant

The Department continues to have great success with School Resource Officers assigned to both the Andover High School and the Greater Lawrence Technical High School. This year, Officer Barry Dubois became the Andover High School SRO. Officer Dubois replaced Officer Dowd who retired in the Fall. Funding for the Technical School position is subsidized by the Technical School. This partnership between the Police Department and the School Department has been a great success for the community. The Department worked with public and private school departments and Northeastern Massachusetts Law Enforcement Council (NEMLEC) STARS to implement the A.L.I.C.E. (Alert, Lockdown, Inform, Counter, Evacuate) school safety program and continues training with both public and private schools in the community to work on Emergency Planning and Operations.

The Department also participated in numerous events including the Holiday and Memorial Day Parades, the Fourth of July celebrations, Safety Saturday, Andover Day, the Feaster Five Road Race on Thanksgiving Day, Run for Troops, "Step Up" for Colleen Ritzer, as well as numerous road races and walks held throughout the year.

The Department is involved in numerous regional initiatives and is an active member in the North Eastern Massachusetts Law Enforcement Council (NEMLEC), which is a consortium of sixty-one police agencies and two sheriffs' departments.



Officers Glen Ota (L) and Kyle Kiberd (R) receiving "AAA Traffic Safety Hero of the Year" awards for their work to improve traffic safety in #andover. And Sgt. Chuck Edgerly (C) displaying the department's AAA Gold Level Safety Award.

There are officers within the Department that are members of the NEMLEC Regional Response Team, Motor Cycle Unit, K9 Team and S.W.A.T. (Special Weapons and Tactics). Andover Police also participates in the Boston Area Police Radio Network (BAPERN), which allows for interoperable radio communications with other agencies as well as collective purchases for public safety equipment.

The Department hired one full-time Police Officer in 2018. Officer Joseph Lamagna graduated from the Lowell Police Academy on November 2, 2018. K9 Officer Michael Connor was promoted to Sergeant on June 10, 2018. The Department also hired a new Executive Assistant Chelsea Borden. Chelsea started in March 2018 and has made a huge impact in the Department.



Town Clerk Austin Simko swearing in Sergeant Michael Connor

Police

Detective Division

The Detective Division is responsible for the follow-up of investigations conducted by the agency. The Division also maintains close relationships with other local, state and federal investigators. The Department has two Detectives assigned to Regional Task Forces. One is assigned to the DEA Cross Border Initiative and the other is assigned part time to the FBI Task Force out of Greater Lowell. The two Task Forces have different missions in the Region and they both give the Department an opportunity to work on the strategic level of enforcement against opiates and other illicit activity that comes with the manufacturing, sale and distribution of illegal narcotics. They are tasked with staying current on techniques and tactics of criminal activity whether it is individual, gang or regional crime. The Detective Division is comprised of the Substance Abuse Unit. The SAU made over 50 arrests, in which the majority was Opiate related narcotics. The Division also has one investigator assigned as a Juvenile Officer. The Juvenile Officer works closely with the school administration, school resource officers and courts in processing Juvenile cases.

The Detective Division continued to be actively involved in follow-up investigations throughout the year. They responded to 1,179 calls for service. The Division was instrumental in solving and identifying the perpetrators of numerous serious crimes as well as following the cases through the judicial system. The Detective Division followed up and investigated robberies, burglaries, sexual assaults and larcenies and cold cases from previous years. The Division seized nearly \$10,000 in cash. The Division also investigates internet criminal activity. Internet crime has quickly become the instrument of choice for many criminals due to its difficulty to investigate. The division investigated two child pornography cases this year that involved residents of our community. The application process and management of the Firearms Identification and License to Carry Licenses is processed through the Detective Division.

Communications

The Dispatch Center answers all 911 calls and other calls for service for the Police, Fire and Rescue and any other emergency that involves other Town Departments. They process more than 50,000 calls for service annually. They also have the responsibility of being the backup to the Regional Emergency Communications Center in Middleton. The RECC serves ten communities located in Essex County. The Center is also the control point for District 15 Fire Services, which is used during regional emergencies. The Communications Center received over 300 calls in the first few hours of the Columbia Gas explosions on September 13, 2018.

Support Services Records

The Records Division provides support services to all divisions within the Police Department. This service enables information to flow efficiently throughout the Department as well as to the entire community.

Top 20 Crash Locations in Andover	
North Main Street	14.69%
Lowell Street	9.79%
River Road	6.98%
Haverhill Street	5.83%
Main Street	5.00%
Dascomb Road	4.69%
Shawsheen Road	2.40%
Elm Street	2.40%
Central Street	2.19%
Andover Street	2.08%
Andover Bypass	1.98%
Union Street	1.98%
South Main Street	1.88%
Chestnut Street	1.46%
Railroad Street	1.46%
Frontage Road	1.35%
Stevens Street	1.25%
Beacon Street	1.04%
High Street	1.04%
Greenwood Road	0.94%

The Police Department received grant money during 2018. These grants allow the Department to serve the community by providing funding for personnel and other resources. Training and emergency preparedness represented the bulk of the grant funding we received. Highway Safety grants allowed for extra patrols and selective enforcement around high accident locations. E-9-1-1 grants allowed the Department to train and maintain certification for all dispatchers. A Federal Grant also pays for 50% of all new protective body armor for the Officers whose equipment is expired.

Court and Evidence

The Court Section processed a total of 312 arrests and 377 summonses. This included tracking all Police Department cases from inception to disposition and coordinating officers' appearances in court. This tracking of evidence also included pieces of property that

needed to be analyzed through the State Lab and or destroyed or issued back to owner. The Section also processes the 300 lbs. of prescription drugs that get placed in the drop box monthly and collected on scheduled "Take Back Days". In addition, this section assists in tracking District Court cases for other Town Departments, such as the Health and Building Divisions.

Animal Control

The Animal Control Officer answered 681 calls for service and received and returned 1,837 phone calls in 2018. He responded to 252 dog complaints and impounded 22 dogs. He also removed 169 deceased animals. In addition to these removed animals, there were 46 deer struck and killed by motor vehicles in Town. The Animal Control Officer also inspected 74 animal kennels, barns and paddocks in the Town as part of his role as the Town's Animal Inspector. The inspections included the following animal types: horses, ponies, donkeys, goats, swine, alpacas, chickens, and waterfowl.

Community Support

Sobhan Namvar, the Community Support Coordinator for the Town of Andover, continues to bridge community members with the resources they need to combat addiction of substances and assist with mental illnesses. The position collaborates with the Town's School Department, Public Health, Library and Community Support Services Divisions and Regional Organizations in programs geared towards education, prevention and outreach.



Communicators Katie Ramos, Chuck Jessico and Dave Carrier, Jr. are recognized for their hard work during the September 13, 2018 gas disaster.

The Community Support Coordinator responded to 122 referrals in 2018. He has responded and connected 108 to resources and programs to include detox, rehabilitation, group counseling and outpatient services. Over one hundred referrals were made to inpatient/outpatient regarding mental health needs. He continues to hold educational and outreach programs with parents, students, faculty, senior citizens, faith organizations, community organizations and members. The position also received grants from Andover Cares for recovery programs.

He assisted families with housing needs, domestic violence resources, and affordable housing.

TRIAD – Crime Prevention Partnership/Senior Citizen Liaison

The Police Department has an officer assigned as a liaison to the Senior Center at Punchard to assist the Town's senior population with quality of life and crime prevention issues and response to emergency situations. The liaison is also counsel to the TRIAD Council, which is a partnership between the Essex County District Attorney, the Essex County Sheriff, the Andover Police Department and the senior citizens of the community.

Emergency Management

Below is a photo of the Andover Emergency Operations Center in operation the night of **September 13th, 2018**. The Town had gone through an Incident Command System training just weeks prior to the gas incident. This training paid dividends and facilitated the Town Departments working in synch during a disaster similar to the September 13th incident. All departments were represented and allowed the Town to be successful during the Emergency and the Restoration Process that followed.

The Town's Emergency Management is directed by the Chief of Police and serves as the local link to the Federal and State Emergency Management Agencies (FEMA/EMMA), the Department of Homeland Security and the FBI's Joint Terrorism Task Force. It also includes a network of HAM radio operators that are on standby should the need arise for auxiliary radio services. The Chief of Police is the Town's Liaison with the Regional Local Emergency Planning Committee (LEPC) and is responsible for coordinating the Town's response to any hazardous materials incident.

The Chief of Police (EMD) also works closely with other Departments within the Town to ensure that personnel are trained on current emergency trends, techniques and procedures. The members meet regularly during the Town's Emergency Working Group Meetings. This group was instrumental in the solicitation, investigation and funding of the new Emergency Notification System in the Town's Schools and Municipal Buildings. The group also works with both the School and Town on Emergency Plans for all buildings and their occupants. The Emergency Working Group is made up of Representatives from Police, Fire, Public Health, Plant Facilities, Municipal Services, IT, Library, School Department and the Town Manager's Office. In 2018, the group spearheaded the change in the school's main entrance and security and protocol.



The Andover Emergency Operations Center was activated on September 13, 2018 and remained active for several weeks following the gas explosions and fires as a result of an over-pressurized gas main.

Department of Facilities, *continued...*

Inventory Assistants/Drivers

Robert Bouche

Leo Lynch

Wayne Belloir

Painter

Arthur Fleming

Security Systems Technician

Edward Hammersley

Working Foreman – Building Division

Mechanical/Electrical Division

Maintenance Electricians

Joseph DeMarco

Mark Gardella

Richard Reid

Shannon Doyle

Plumber

John Maloney

Burner and Heating Systems Mechanic

David Ouellette

Working Foreman –

Mechanical and Electrical Division

Allen Smith

*Maintenance Mechanic –
HVAC and Mechanical*

Andrea Schreck

*Energy/Project Engineer
Mechanical*

Carpenters

Robin Littlejohn

Joseph Sgroso

Continued on next page...

Department of Facilities

The mission of the Department of Facilities is to provide well-planned and cost effective capital and maintenance operations and facilities management. The Department maintains all Town and School buildings, traffic lights, streetlights, and the Town fuel depot, and oversees major capital projects and construction. It also manages the Town's Green Community designation, energy efficiency programs, and procurement of energy contracts for supply and renewable energy.

Facilities Management

Facilities Management procures and schedules major projects, participates in design and feasibility for future planning of potential construction projects, administers compliance programs for indoor air quality, fire protection, security, indoor integrated pest management, and the testing of building systems to comply with all applicable standards and regulations. Building audits and Capital Improvement projects are developed, procured, and executed by the Facilities Management Team.

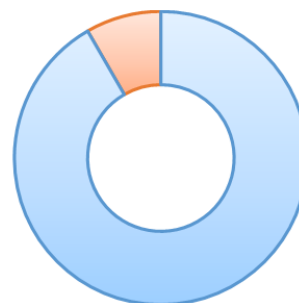
The Administration Office is responsible for long-range planning, monitoring of the annual budget and assists with the development of the department's Capital Improvement Program. The Office also manages all personnel records, payroll, and coordination of hiring processes for the Facilities Department. Responsibilities include the development and implementation of departmental policies and providing administrative support to all divisions.

Construction Design, Management & Engineering

oversees major construction projects and specializes in building envelope, masonry, and structural projects.

The

Energy/Mechanical Engineer oversees major HVAC design projects, and designs HVAC improvements and alterations for medium sized projects and retrofits. The Energy/Mechanical Engineer also oversees air quality issues, hazardous building materials testing and management, and organizes the filing of historical plans.



Overall Town Budget FY2019 - \$40,585,445

Department Budget - \$3,688,718

Building Operations and Maintenance

Building Maintenance, Mechanical, Electrical and Security are under the direction of the Building Operations Manager. This division provides all maintenance services including electrical, mechanical, plumbing, carpentry, painting and security to all Town and School buildings using in-house staff, and manages contractor services for maintenance, inspections, and compliance. The Buildings Operations and Maintenance division also provides preventative maintenance for building systems and manages the Building Automation System, which controls HVAC systems and lighting. All work repair requests and scheduled preventative maintenance work orders are tracked using many parameters including location, area, room, type of work, equipment serviced, and employee labor in order to provide detailed reporting to management.

Work Control and Materials Management Division maintains the computerized work order system, purchasing and inventory management, and the central vehicle fuel depot. All Facilities materials are procured by these functions, including gasoline and diesel fuel, purchased at wholesale cost, for all Town vehicles. The work control system tracks the hours and costs for each project by location, personnel, craft and materials. Materials assigned to each job or project are tracked in the work control system, tying into the inventory management system.

In 2018, the Building and Mechanical trades completed an average of 14 work orders per work

2018 Work Orders:			
Craft	# of Work Orders	Total Cost by Craft	
Carpentry	1,005	\$3,404,752	
Custodial	26	\$52,723	
Delivery	35	\$64,371	
Electrical	713	\$1,259,076	
Energy	53	\$225,738	
Fire Extinguishers	10	\$8,800	
General Maintenance	53	\$136,289	
Heating/Ventilation /Air Conditioning	840	\$812,870	
IT/Technology	132	\$136,827	
Landscaping/Grounds	45	\$393,884	
Masonry	28	\$71,349	
Painting	67	\$155,337	
Pest Control	45	\$13,928	
Plumbing	628	\$278,705	
Security	282	\$258,939	
Grand Total	3,962	\$7,273,589	100%
<u>Breakdown by Location:</u>			
Town Buildings	1,423	\$2,337,406	32%
School Buildings	2,539	\$4,936,183	68%
<u>Breakdown by Staff vs Contractor:</u>			
Staff Work Orders	3,498	\$1,940,386	27%
Contractor Work Orders	464	\$5,333,203	73%

day for a total of 3,498 work orders, totaling roughly \$1.9 million dollars in labor and materials. This included calls and reports for maintenance and repairs, and more than 650 preventative maintenance work orders, performed in order to keep our buildings safe and running efficiently.

In addition, the Working Foremen and Project Management team oversaw 464 outsourced large and small construction projects and repairs totaling \$5.3 million dollars.

Combined, the 3,498 work orders completed in 2018

are listed below by major craft, with numbers provided for Town and School work orders and costs, and in-house vs. outsourced contractor work.

The Facilities Services Division is responsible for all custodial services provided to Memorial Hall Library, Public Safety, Old Town Hall, Recreation Park, the Cormier Youth Center, the Senior Center and the Town Offices building.

The Energy Management Division is responsible for managing energy use, energy conservation, and energy procurement for Andover. The office promotes environmental responsibility and sustainability and sets Town-wide goals for energy efficiency, cost reduction and renewable energy generation.

Some of the Energy Management division's achievements of 2018 include:

- Solar net metering credits saved the Town of Andover \$400,000 in calendar year 2018.
- LED street lighting retrofit reached completion throughout Town which will result in a reduction in energy costs for lighting of more than \$100,000 per year.
- Awarded a Green Community Grant of \$142,625 plus \$42,320 in utility incentives for LED lighting projects at the Collins Center, Doherty Middle School, and West Fire Station.

Major Projects Completed in 2018:

Schools

- AHS – Stairwell cameras installed, security vestibule installed at building entrance, accessible parking added at Lovely Field, ventilation designed for room 355, upgraded to VFD's in the boiler room, repainted walls in the band and chorus rooms.
- AHS/Collins Center – Installation of rubber floors in the main entrance and foyer, epoxy flooring installed in the orchestra pit and seating area, and replacement of lawn areas affected during the façade replacement.
- Bancroft Elementary School – Installed bi-directional repeater and radio antenna, improved cellular service within the building and surrounding area, replaced the climbing wall in the gymnasium.
- Doherty Middle School – Major renovation of the library, installed Topcats assisted listening devices, designed plan for Main Office islanding.
- High Plain Elementary/ Wood Hill Middle Schools – Oversight of the ADA ramp to field construction project, installed air conditioning.
- Sanborn Elementary School – Refinished the wood wall in the gymnasium, installed new bottle filling stations.
- Shawsheen Elementary School – Design for chairlift project, improvements and painting of the exterior cupola, repainting of exterior trim, classrooms and hallways.
- South Elementary School – Replaced boiler, painted all exterior doors, frames, exterior soffits and steel supports, repaired metal window caulking, replaced glass in Main Office.
- West Elementary School – Assisted with Statement of Interest to the Massachusetts School Buildings Authority, renovated side entrance patio, installed fence and gate for parking area, replaced counter tops and repainted the main office.
- West Middle School – Upgraded lighting in Main Office to LED, replaced the Café ceiling, installed exterior LED wall pack lighting, painted trophy case and doors in Gym foyer, renovations in boys and girls restroom, and re-varnished wood wall.
- School Administration – Installed I.T. cabinets in the School Committee meeting room.

Town

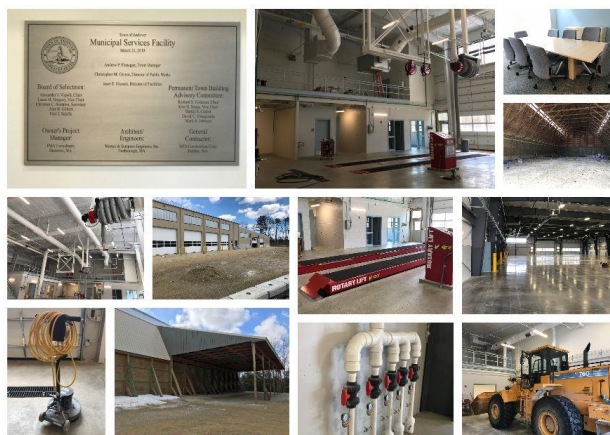
- Balmoral – Repairs to roof of the Militia building.
- Center at Punchard – Installed security cameras, added heat to the hallway outside the Four Seasons room, improved exterior with cleaning and sealing of façade and the installation of wallpak lighting.
- Central Fire Station – Added access control to existing exterior doors.
- Memorial Hall Library – Improvements and repairs to the front entrance, including new granite stairs, new wooden doors, new paint, tile and lighting in the foyer, upgraded security, renovated first floor restrooms.
- Municipal Services Facility – Support to the new construction project within areas of responsibility.
- Pumps Pond – Installed new security cameras.
- Public Safety Center – Upgrades to generators, updates to elevator access controls, replaced epoxy flooring.
- Town House – Upgraded chandeliers and wall sconces to LED lighting.
- Town Offices – Installed 31 storm windows to reduce heat loss, replaced ceiling in I.T. storage area, cleaned and repointed masonry façade.
- Youth Center – Installed CO² sensors.

Andover's Self-evaluation and Transition Plan update

- During 2018, the Department of Facilities completed an update to Andover's Self-evaluation and Transition Plan. This comprehensive project, paid for in part with a grant from the Massachusetts Office on Disability, identified areas and programs to improve in order to better comply with the Americans with Disabilities Act (ADA). Needs that have been identified as a result of this project have been entered into the work order system, or to future C.I.P. planning, depending on the project scope.

We're moving!

The Department of Facilities administrative offices will be moving into the new Municipal Services Facility, located at 5 Campanelli Drive later this year. We are always here for you and can be reached at 978-623-8702.



Public Works

Department of Public Works

Christopher Cronin
Director of Public Works

Roger Marc Fournier
Deputy Director of Public Works

Sandra Gerraughty
Business Manager

Amy MacKenzie
Executive Secretary

Office Assistants
Rachel Ciaramitaro
Lyn Fragala
Jennifer Ricupero
Anna Scapicchio
Andrew Zaimes

Engineering Division

Arthur Martinneau
Acting Town Engineer

Jeffrey Crane
Project Engineer

Scott Kandrut
Engineer

Forestry Division

Tree Climbers
Justin Faust
Michael Ferris
Peter Gallant
Randy Willis

Highway Division

Stephen Surette
General Foreman,
Acting Highway Superintendent

Equipment Operators
Jacob Anderson
Robert Charette
Alan Danehy
David Hajj
Patrick Kelley
Harry Krikorian

Continued on next page...

The mission of the Department of Public Works is to provide a responsive, well-planned and cost effective capital and maintenance operation for all Town infrastructure; to properly maintain Town and Emergency vehicles; to provide for the enjoyment of the Town's public parks, grounds, forestry and Spring Grove Cemetery; to continuously improve the quality of life for the community by protecting our water resources and by providing safe drinking water, state of the art disposal for our liquid and solid wastes, and safe travel on our roadways & sidewalks.

The Administration/Business Office is responsible for long range planning, monitoring of annual budget and assisting Divisions with the Capital Improvement Program development. The Office also manages all personnel records, payroll and coordination of hiring processes for the Department. Responsibilities include development and implementation of departmental policies and provides administrative support for all divisions. The Business Office coordinates facility rentals of the Old Town Hall, athletic fields, school gyms and auditoriums and communicates with the public for transference of information via the Town's website, Social Media, press releases and any other forms of communication as needed.

Public Works provides project planning and oversight for Town infrastructure construction projects including roadways, sidewalks, water treatment and distribution, and sewer collection. All Town-owned property and trees are cared for by Public Works' divisions in addition to the maintenance and perpetual care of Spring Grove Cemetery. Responsibilities also include the overseeing of trash and recycling collections, both curbside and special collections.

Engineering

In 2018 the Engineering Division performed design and construction work for various projects such as: A replacement project of over 100 fire hydrants throughout town, of which approximately 55 were replaced in 2018, providing project management as well as resident engineering services; A water main replacement project was designed for the Korinthian Way neighborhood.; Various drainage improvements throughout Town; Plans and specifications were compiled through our consultant for the Enmore Street Infrastructure Improvements project.

**Department of Public Works,
*continued...***

Equipment Operators, continued...

Nicholas Morasse
Jason Ouellette
Brian Vining

Parks

*Paul Sanborn
Superintendent*

*Jeffrey Ring
Working Foreman*

*Christopher Kun
Equipment Operator*

*Laborers
Marc Anderson
John McQuade
Robert Moreau
John Parker*

Vehicle Maintenance

*Robert Fraser
Working Foreman*

*David Van Dooren
Emergency Vehicle Technician*

*Mechanics
Bruce Page
Mark Wood*

Water Distribution

*Morris Gray
Superintendent*

*Michael Murnane
General Foreman*

*Donald Eisenhaur
Working Foreman*

Maintenance Specialists

*Michael Caulfield
Shawn Daly
Charles Kearn
Luis Resendes
David Tiney*

In the months following the Merrimack Valley Gas Crisis on September 13th, a considerable amount of time and effort was put into assisting Columbia Gas in the replacement and restoration program. Along with the DPW Director, Engineering staff attended daily meetings centered around the coordination of this colossal endeavor. Construction oversight, utility mark outs, and new utility layout were just a few of the duties assumed by the Division during this project.

Assistance was provided to the Water/Sewer Division during various water and sewer repairs and to the Highway Division during paving work on 27 various streets, miscellaneous drainage, and sidewalk repairs. Staff coordinated with MADOT on the reconstruction of the North Main Street Bridge over the MBTA railroad. Work continued for compliance with EPA Stormwater Management regulations, including performing activities and coordinating with various other departments; participation in the MVPC Stormwater Collaborative; and preparing the Town's annual report submitted to EPA in April. Maintenance of the GIS system was performed to continue updating the drainage, water, and sewer utility layers; and creating various maps for other Town departments.

The design of proposed roads and utilities on new Subdivision and Site Plans were analyzed for the Planning Board and inspections of road and utility construction was performed in new developments such as Robert Drive, Stonehill, The Bridges, Riverside Woods, 30 Shattuck Road, Monarch Ln, and Pulte Holmes. Street opening permits for various utility installations and repairs by Columbia Gas, Verizon, National Grid, Comcast and other private contractors were issued and utility markouts and inspections were performed; new underground electric lines were inspected on Greenbriar/Greybitch, the Yardley Rd neighborhood, and Sugarbush Ln. In addition, Trench Permits were issued, as required by state law, for various trench excavations.

The Engineering Division also provided and maintained records of various utilities, street excavations, residential and industrial site development, street layouts and Chapter 90 road paving.

Engineering		2016	2017	2018
Storm Drain Design & Construction (ft.)		467	526	200
Sewer Main Design & Construction (ft.)		110	0	0
Water Main Design & Construction (ft.)		6,053	6,150	6,250
Sidewalk Design & Construction (ft.)		2,607	909	0
Streets Resurfaced (miles)		8.7	6.8	7.2
Street Opening Permits Issued & Inspected		235	158	202
Subdivision/Site Plans reviewed (# plans/# lots)		12/66	9/59	5/40
Subdivision/site Construction Inspections/Tests:				
Water mains (ft.)		4,994	10,886	4,700
Sewer mains (ft.)		1,975	5,140	3,557
Drain lines (ft.)		1,406	11,154	4,170
Sidewalks (ft.)		367	2,643	4,000
Roads Paved:		0	0	4,775
		1,236	5,058	4,506
Trench Permits issued		52	62	25
Gas main inspections (ft.)		8,695	11,208	111,000
Electric & communications conduit inspections (ft.)		202	8,940	4,000

Facility and Field Rentals

Facility and field rentals include sports leagues, civic groups, scouts, residents, town and school departments, private parties, businesses and theater groups.

Fields and Facility Rentals	2016	2017	2018
Schools	4,001	4,016	4008
Town	255	284	485
Field rentals	2,054	2,154	2904
<i>Total Rentals</i>	<i>6,310</i>	<i>6,454</i>	<i>7,397</i>

Highway

In 2018, some of our major accomplishments included:

- Paved nearly 7.2 miles of roadways.
- Constructed 48 Handicap ramps during paving.
- Managed the Ledge Road Landfill Cap and Closure Project. The project is in final design and awaiting final permits.
- Assisted Public Safety and Emergency Management during and following the September 13th Merrimack Valley Gas Crisis by providing and maintaining light towers, signage, generators and other equipment.
- Continued to train staff in new NPDES regulations and the inspection and cleaning of stormwater structures.
- Purchased a new catch basin cleaning truck as well as two other Highway vehicles

Highway	2016	2017	2018
Total number of feet of curbs constructed	1,975	2,200	1983
Catch basins cleaned	2172	901	852
Storm drains/culverts cleaned	52	40	43
Catch basins repaired	35	42	38
Storm drains repaired	15	10	13
Snow storms	6	8	6
Sanding events	13	23	26
Signs repaired/installed	225	242	228
Masonry wall repairs	4	6	5

Parks, Grounds & Forestry

In 2018, some of our major accomplishments included:

- Baseball infield rebuilding and reconditioning at various athletic fields in town.
- Assisted with special events including Andover Day, holiday events, and parades.
- Planted trees at Spring Grove Cemetery, Planted new trees on Main Street as well as a New Holiday at the Park outside Town Offices.
- Removal of approximately 60 mature dead or declining trees by Forestry staff and outside vendors.
- Received the Tree City USA designation for the 19th consecutive year.
- Continued to improve operations at the Bald Hill Composting Facility, processing over 10,000 cubic yards of leaf and yard waste into finish compost for use by Town residents and providing free wood chips for use by residents and other entities in Town.
- Hosted an Arbor Day celebration where we distributed 200 seedlings and planted a tree on Main Street near Dunkin Donuts and a new tree at the corner of River and Chandler Roads.

Vehicle Maintenance

Vehicle Maintenance	2016	2017	2018
Gallons			
Gasoline	74,485	80,467	81,112
Diesel	48,560	53,452	55,047
Total	123,045	133,919	136,159
Dollars			
Gasoline	\$130,160	\$154,479	\$171,541
Diesel	\$80,745	\$109,181	\$126,861
Total	\$210,905	\$263,660	\$298,402



Solid Waste & Recycling

Solid Waste & Recycling	2016	2017	2018
Tons of residential refuse collected	9,668	9,495	9,772
Tons of mixed residential paper	1,594	1,720	2,658
Tons of glass, plastic, aluminum	399	1,526	664
Tons of leaves & grass clipping composted	6,850	6,975	6,750

Spring Grove Cemetery

Spring Grove Cemetery	2016	2017	2018
Transactions			
Lots Sold	91	28	30
Full Burials	48	42	56
Cremations	25	27	21
Disinterment	1	0	0
Repurchase of lots	6	2	0
Revenue			
Lots sales	\$78,670	\$30,486	\$39,479
Full Burials	\$43,550	\$15,134	\$19,721
Cremations	\$10,100	\$33,225	\$39,525
Disinterments	\$150	\$9,500	\$4,200
Repurchase of lots	(\$4,300)	(\$540)	\$0

Water & Sewer

During 2018, the Water Treatment Plant processed more than 2.5 billion gallons of water at a daily average of 7.08 million gallons, to produce over 2.1 billion gallons of finish water, which was delivered to the distribution system. To augment available water supplies, 1.9 billion gallons were diverted from the Merrimack River to Haggetts Pond through the Fish Brook pump station. The Fish Brook station was online for a total of 262 days over the course of the year. The chart below illustrates the breakdown of total water consumption.



Power pumps from Andover's Water Treatment Facility deliver treated water from the plant to the homes, schools, businesses and storage tanks in Andover.

Projects initiated in 2018 included; the design and replacement of three Dale St. pump station; and the design and replacement of the HVAC systems at the Water Treatment Plant. The Water Treatment Plant continues to provide free indoor and outdoor water conservation kits featuring EPA certified WaterSense products for all Andover residents. The kits are available at the Water Treatment Plant, and are given away at annual family events such as Vehicle Night sponsored by Memorial Hall Library. The availability of the kits is also advertised in the annual Water Quality Report. The Water Division has continued its partnership with

Greenscapes North Shore, which offers workshops, focused on water conservation and green landscaping practices, and offered public education forums on stormwater management.

Water Treatment	2016	2017	2018
Gallons of water treated (in millions)	2710	2481	2,584
Average daily gallons pumped (in million gal.)	7.424	6.525	7.08
Maximum day (in million gallons)	13.3	11.47	12.976

Water Distribution	2016	2017	2018
Hydrants Repaired	29	34	27
Hydrants Replaced	16	11	9
Hydrants Inspected & Serviced	117	252	212
Hydrants Flushed	302	516	513
Water Main Breaks Repaired	30	19	26
House Service Leaks Repaired	11	19	2
House Services Renewed	21	10	17
New Water Meter Accounts/Installations	52	71	71
Old Water Meters Replaced (Town)	163	87	129
Water Meters bench checked	3	4	2
Water Shut Offs/Turn On	130	148	173
Gate & Service Boxes Adjusted	130	120	
Water Main Replacement Design/Const.			6500LF

Sewer	2016	2017	2018
Sewer Main Blocks Cleared	7	6	11
Sewer Main Rodded – Regular Maintenance	92	71	63
Sewer Mains Repaired/Replaced	1	1	5
Sewer Mains Rodded	5	3	7
Sewer manholes repaired /replaced	0	0	0



Haggetts Pond – Andover's primary source of drinking water

Andover Public Schools

Andover Public Schools

Sheldon H. Berman, Ed. D
Superintendent of Schools

Andover Public Schools (APS) welcomes the opportunity to share our 2017-18 school year accomplishments with Town leaders and the entire community. The progress achieved on our annual goals will help to shape our next steps in maintaining and growing a rich learning experience for our students.

Schools

The day-to-day operations of APS are under the leadership and supervision of the Superintendent, Dr. Sheldon Berman. Policies are enacted by the Andover School Committee, whose members in 2017-18 were: Shannon Scully, Chairperson; Paul D. Murphy, Vice Chair; Susan K. McCready, Joel Blumstein, and Tracey Spruce.

The following report highlights the initiatives and strategies APS undertook during the 2017-18 school year, and is organized according to the major goals established for that timeframe.

Status Report

Goal 1: Facilitate progress of the seven sprints of the agile strategic plan: Literacy, AHS Schedule, Mental and Behavioral Health, Social-Emotional Learning, Accessible Digital Media, Progress Monitoring, and Innovation.

During the 2016-17 school year, the administrative team, faculty and School Committee began developing a new approach to district planning, modeled after the agile strategic planning common in fast-paced industries. We believe that agile planning provides flexibility and supports incremental change, thereby enabling our students and faculty to be well prepared for society's evolving expectations. As opposed to the traditional development of long-range plans encompassing five or more years, the agile strategy allows us the opportunity to review and adjust in order to achieve the greatest progress in the shortest time.

Andover's agile strategic plan is grounded in our theory of action. In order to promote growth in foundational content knowledge and thinking skills that enables students to take ownership of their learning, we need to focus on four specific goals:

- the culture and climate of our schools
- the rigor of our curriculum
- the inclusiveness of our instruction
- close monitoring of student progress so as to adjust instruction to meet the needs of each student

To develop effective and progressive action steps toward achieving these goals, in 2017-18 we created seven "sprint" teams of district and school leaders. Each team was charged with formulating and implementing steps that would yield rapid progress in a key area. Following are the major accomplishments of each of the seven sprint teams.

The **Social-Emotional Learning (SEL)** sprint team undertook several major initiatives. A number of teachers at all five elementary schools underwent training and began implementing the Responsive Classroom program, which is an evidence-based approach that emphasizes the modeling of appropriate behaviors and sends students a strong message that all students belong and are important contributing members of their class and school community. The SEL sprint team also collected baseline data by surveying students in grades 3-8 about their sense of belonging, safety and engagement. The team used the results to plan professional development topics for 2018-19 and as a basis for their recommendation that the district expand the use of the Responsive Classroom program at the elementary level next year and introduce it into the middle schools. Finally, the SEL sprint team created a Cultural Climate Committee (C3) to combat racism and discrimination while fostering identity-safe schools. This committee recommended that early release day workshops for FY19 be supported by the professional development provider *Facing History and Ourselves*.

The **Mental and Behavioral Health** sprint team made progress in several key areas, building on initiatives provided by a newly hired Clinical Director. By joining the Massachusetts School Mental Health Consortium, the district is now better positioned to collect and analyze data that track mental health trends to plan for improved service delivery. Earning a competitive grant enabled us to offer intensive training for our Registered Behavior Technicians and consultation for our BCBAs, which will enhance behavioral services at the elementary level. The sprint team re-aligned our high school Transitions program with its original intent of serving students experiencing short-term crises. It also developed plans for 2018-19 that include an in-house mobile team to set up and support programs for elementary students with complex behavioral needs, plus an individualized wrap-around program for at-risk high school students focusing on school-to-career and transition planning.

The **Andover High School 7+H Schedule** sprint team oversaw AHS's successful transition to yearlong courses. The H block period enabled students to personalize their school day through extra support or exploration, and assigned an advisor who can guide academic, social, and emotional choices throughout the four-year high school experience. The new elective AVID course helped freshmen strengthen study skills, while joining the Virtual High School Consortium gave students access to a wider array of online courses. The new schedule also provided much-needed time for teachers to collaborate on assessments and curricula. Presentations at middle schools by AHS teachers and administrators, as well as eighth graders' visits to AHS, smoothed the transition for next year's freshmen into the 7+H schedule.

The **Innovation** sprint team worked to promote bold approaches to traditional classroom activities, mainly by encouraging teachers to involve students in both design thinking and authentic learning experiences. Elementary and middle school students benefited from the New England Arts in Literacy (NEAL) program, which was an authentic learning experience that afforded students multiple ways to demonstrate their learning. When the NEAL grant ended at the close of the school year, we decided to capitalize on the effective approaches that teachers learned in NEAL by exploring ways to incorporate them into an integrated elementary literacy, social studies and arts program entitled *One Community, One Nation*. The capstone initiative grew significantly at the high school level and was piloted at the middle and elementary school levels. Innovative initiatives such as maker spaces and AHS Global Pathways expanded their reach to more students. We became the first district in the nation to obtain a Global Portal

through Shared Studios, allowing all APS students to experience other cultures by interacting face-to-face with students in other nations.

The **Literacy** sprint team added the Measures of Academic Progress (MAP) as an assessment tool for grades 3-6, plus some students in grades 7-10, to support work in reading comprehension. Professional development for teachers and administrators focused on analyzing data to inform instruction and connect students with the most appropriate literacy interventions. Most notably, the training of all kindergarten teachers will help our youngest students develop the key foundational skill of phonemic awareness. The team oversaw the selection of the Fountas & Pinnell Classroom program for elementary literacy, with implementation to begin in 2019-20. Lexia Core 5, an adaptive computer-based practice program, was implemented in all elementary schools. Finally, the team developed an ELA map outlining the progression of literacy standards in grades 6-8, along with texts selected for readability (Lexile) levels.

The **Accessibility** sprint team collaborated with the Literacy sprint team to introduce Texthelp. This computer-based tool, designed to support access to the content areas by students who have language-based learning disabilities, was made available to all students in the district. The Accessibility team also supported the district's universal design for learning (UDL) initiative by making the district website accessible and by providing teachers with links to UDL resources.

The **Progress Monitoring** sprint team worked to advance a data-reflective culture in the district. They supported other sprint teams and the faculty in the administration, analysis, and application of data from the DIBELS, MAP, and MCAS assessments. They also assisted elementary teachers through the purchase of Lexia Core 5, and helped elementary and middle school teachers in their initial use of the adaptive computer-aided math programs DreamBox, Prodigy, and IXL. Perhaps the team's most important accomplishment was the enhancement of regular data meetings in the elementary and middle schools to help teachers better understand students' needs and adjust instruction to meet those needs.

In addition to the seven sprints, APS marked several other achievements in 2017-18:

- In the critical area of Technology, we deployed over 700 new hybrid laptop/tablet machines to teachers, and distributed the teachers' older devices to instructional assistants. We distributed 1000+ Chromebooks to students in grades 2-3, along with sufficient iPads to kindergarten classes and other machines to economically needy students in grades 6-12 to complete the iAndover 1:1 program.
- Improvement of Facilities is a key goal of the district. We completed several of MSBA's required steps in the eligibility period for the potential replacement of West Elementary School. Based on the work of HMFH architectural firm and our own feasibility study committee, we also submitted to MSBA a Statement of Interest for a major renovation of Andover High School.
- The FY19 Budget was designed to reinforce the theory of action by providing funds for professional development, instructional technology, instructional materials, and progress monitoring to support the targets and action plans of the seven sprint teams. For example,

we have aligned funds for assessments, program materials and professional development to address the needs of children with reading difficulties, particularly those with indications of dyslexia, and we have reorganized staffing and professional development funding to better address the needs of students with mental and behavioral health issues. Both of these learning challenges have been significant drivers of out-of-district placements.

Goal 2: Refine the district’s capital plan, with particular attention to the MSBA process for renovation/replacement of West Elementary and a renovation/addition to Andover High School.

In April 2017, the district had submitted to the Massachusetts School Building Authority (MSBA) a Statement of Interest (SOI) relative to West Elementary. In September, a team from MSBA toured the West Elementary facility and met with administration and school staff. In December 2017, APS received word that MSBA had voted to accept West Elementary into the Eligibility period, during which the district would need to complete a series of tasks meant to determine “whether a District is ready to manage and fund a capital project.” District administration and school staff successfully addressed these tasks during the remainder of the school year.

In the summer of 2017, the AHS Facility Study Committee issued an RFQ for the feasibility study relative to renovating or adding to the high school. Five firms responded; HMFH Architects was selected and a contract was signed with them in October. Over the ensuing months, mounds of data and reports were collected about the status of the AHS facility. The Facility Study Committee met weekly and, along with HMFH, conducted a number of public forums and made presentations to community groups. By February, the School Committee concluded that the needs of the high school were so great that it would be advisable to pursue a partnership with MSBA in order to afford the renovations. With the support of the Town, a Statement of Interest for AHS was submitted to MSBA in April 2018.

Finally, to better address facility issues across the district, staff prepared a ten-year analysis of the work that needs to be done in each school.

Goal 3: Address students’ reading issues, including issues related to dyslexia, and strengthen the literacy program through use of additional data tools to identify students needing support and areas for program improvement. Continue professional development for deepening the skills and knowledge of teachers and instructional assistants; piloting of a new literacy program for elementary grades; and enhancement of reading interventions and programs.

Our work in the 2017-18 school year set the stage for long-term structural changes and initiatives to improve and expand the services we offer to students with learning disabilities, particularly students who are in the various stages of learning to read. Given the extensive efforts of so many in our district, Andover Public Schools was selected by *District Administration* magazine as a “**District of Distinction**” in summer 2018 for our work in addressing dyslexia and language-based learning difficulties.

We approached our literacy initiative on multiple fronts, including: a) training for regular education teachers on both dyslexia and literacy development, b) specific training for special education teachers, reading teachers, and specialists on assessment and intervention methods for various subtypes of reading disorders, c) universal screening to identify students who may

have reading challenges, plus progress monitoring systems for students who have exhibited difficulty learning to read, d) community education and outreach, and e) the restructuring of in-district programs. In addition, we formed partnerships with both the Landmark and Carroll schools and with Tufts University Center for Reading and Language Research, the Harvard Medical School, and Hill for Literacy to provide first-class professional development and support in reading data analysis.

In the area of general education, we increased districtwide awareness and understanding of reading challenges. In 2017-18, 54 teachers participated in a course on dyslexia and 28 teachers attended a conference at Harvard Medical School on dyslexia. Another 51 regular education middle school teachers participated in a course on language-based learning disabilities through Landmark Outreach. The purposes of this course were to ensure our regular education middle school teachers are equipped to work with students identified with language-based learning disabilities in the general education content classrooms, to provide our teachers with techniques and methods that are beneficial to all students in inclusionary classrooms, and to promote a co-teaching model between regular and special education staff.

In addition, our elementary, middle school, and high school special education program heads and curricular program coordinators worked with the student services director and with our consultants from Landmark Outreach and Tufts Center for Reading and Language Research to restructure our programs for students with learning disabilities in the Language Enriched Academic Program (LEAP). We are working in vertical teams to ensure continuity of programming from grade to grade as well as the application of interventions that are specifically mapped to the developmental reading stages of our students.

Finally, we recognize the benefits of expanding community involvement in the discussion of appropriate responses to literacy challenges. To that end, we sought out partnerships with researchers in the field of reading and provided an expert speaker series that was open to parents as well as interested parties from the surrounding communities. We also participated in the broader conversation about dyslexia at conferences and joined experts and advocates to lobby for strong dyslexia legislation in our state.

Goal 4: Assess Andover's performance relative to curricular strengths and areas requiring growth related to student academic performance, as well as to assess Andover's performance relative to other comparable communities.

The district has now implemented a more comprehensive set of progress monitoring and assessment instruments to provide data on student progress and curricular and instructional initiatives. Building on the implementation of DIBELS last year, the district administered the MAP assessment in both reading and math and the Panorama Education survey on students' sense of connectedness, engagement and safety.

The collection and analysis of data and the preparation of data-based reports have increased significantly this year as a result of the district's decision to increase our grant writer's position by .25 FTE to address these areas. This allocation represents the first time the district has personnel dedicated to data; previously, we relied on interns for this work.

Goal 5: Enhance communications within both the district and community.

Our administrative team placed major emphasis this year on communicating effectively with our parents, staff and community. APS launched our new website and mobile application to improve our connectedness with parents and community. Additionally, we established a regular practice of issuing press releases on the accomplishments of the district, continued work on an informational brochure, and provided regular communications to parents and the community through Blackboard Connect messages.

The Student Services Department launched a quarterly online magazine to report on special education, nursing and social work services. A document for staff entitled, “The Andover Way: A Culture of Learning, Teaching and Leading,” was finalized and reviewed by all staff. It synthesizes our philosophy, mission and strategic plan in order to bring meaningful consistency across the district and orient new staff to our approach and culture.

As in previous years, the Andover Coalition for Education (ACE) was very helpful in supporting our communications efforts. For FY18, **ACE raised over \$146,000 and distributed \$134,000 in grants to the Andover Public Schools**—a record grant-making year and the strongest fundraising year for ACE since its inception in 2005.

Goal 6: Support collaborative relationships and cooperative initiatives with the Town Manager and department leaders to advance the interests of the schools, secure an adequate budget to accomplish district goals, and effectively communicate developments within the community.

In contrast to the preceding several years, the Town Manager and the superintendent agreed early on a target of a 4% increase in the school budget, with 0.5% or \$380,000 of that amount representing the transition of approximately two-thirds of the cost of textbooks from the CIP into the regular school budget. The remaining approximately \$220,000 will be transitioned in FY20.

Statistical Information

The October 1, 2017 district enrollment for APS totaled 6,017. This figure includes 2,650 students in pre-kindergarten through grade five; 1,492 students in grades six through eight; 1,757 students in grades nine through twelve; and 25 students in the post-twelfth grade transition opportunities program. Also included are 93 students who were served through out-of-district placements.

APS consists of one preschool, five elementary schools, three middle schools and one high school. In addition, APS is a member of the Collaborative for Regional Educational Services and Training (CREST) for special education, and the Town of Andover is one of the founding members of the Greater Lawrence Regional Vocational Technical School.

Enrollment

October 1, 2017 – 6,017
 October 1, 2016 – 6,106
 October 1, 2015 – 6,167

Class of 2018

Class size – 411
 Adjusted cohort graduation rate – 96.7%
 Post-high school plans

- Enroll in a four-year college 87.6%
- Enroll in a two-year college 6.5%
- Post-graduate year 2.0%
- Employment or gap year 2.2%
- Enter military service 1.7%

Of the 94.1% enrolled in postsecondary education, 66% are attending their first-choice school.

SAT Scores – Class of 2018

- 368 students tested in the class of 2018.
 - Average results were:
 - Critical Reading: 610
 - Math: 611

Advanced Placement – May 2018

- 482 students took 886 exams.
- 83% of exams yielded a score of 3 or higher (for which most colleges award college credit).
- 150 AP Scholars achieved an average score of 4.15 out of a possible 5.0.

National Merit Scholarship Program

- 5 Finalists
- 27 Commended Students

Financial Data and Ranks*

- Andover FY18 rank in net school spending above foundation: 92nd among 294 non-vocational districts
- Andover FY17 rank in per-pupil expenditure: 83rd among 294 non-vocational districts
- Andover FY17 average property tax as a percent of median income: 10th among 11 comparison communities
- Andover 2017 rank for average teacher salary: 4th among 11 comparison communities

- Comparison districts based on demographics and socio-economic status include: Arlington, Chelmsford, Franklin, Holliston, Natick, Needham, North Andover, Wellesley, Westwood and Winchester.

ANDOVER PUBLIC SCHOOLS

Building on the Foundation of Excellence



INDEX

<u>WARRANT ARTICLE NO. & DESCRIPTION</u>	<u>ACTION TAKEN</u>	<u>ATTY. GENERAL APPROVED</u>
1. Annual Town Election Results	Reported	
2. Election – Not Required by Ballot	Election	
3. Salaries of Elected Officials	Approved	
4. Fiscal Year-2019 Budget - \$182,417,985	Approved	
5. Fiscal Year 2019 Capital Projects Fund - \$3,265,077	Approved	
6. Budget Transfers	Withdrawn	
7. Supplemental Budget Appropriations - \$1,400,000	Approved	
8. Stabilization Fund - \$100,000	Approved	
9. Free Cash	Withdrawn	
10. Unexpended Appropriations	Withdrawn	
11. General Housekeeping, A through F A. Grant Program Authorization B. Road Contracts C. Town Report D. Property Tax Exemptions – Statute Acceptance E. Contracts in Excess of Three Years F. Accepting Easements G. Rescinding Bond Authorizations	Approved Withdrawn	
12. Granting Easements	Approved	
13. Unpaid Bills	Withdrawn	
14. Chapter 90 Authorizations	Approved	
15. Jerry Silverman Fireworks - \$14,000	Approved	
16. Fiscal Year 2019 Revolving Accounts	Approved	

17.	PEG Access and Cable Related Fund Expenses – \$692,539	Approved
18.	Overlay Surplus Transfer for Property Revaluation - \$32,000	Approved
19.	Appropriation for Elder Services Program Stabilization Fund - \$12,000	Approved
20.	Elderly/Disabled Transportation Program - \$12,000	Approved
21.	Support for Civic Events - \$5,000	Approved

**WARRANT
ARTICLE NO. & DESCRIPTION**

**ACTION
TAKEN**

**ATTY. GENERAL
APPROVED**

22.	Spring Grove Cemetery Maintenance - \$6,000	Approved
23.	Stabilization Fund Bond Premium - \$100,000	Approved
24.	Water and Sewer Vehicles – \$195,000	Approved
25.	Water Main Replacement Projects - \$3,000,000	Approved
26.	Hydrant Replacement Program - \$100,000	Approved
27.	Water Treatment Plant Electrical Substation Replacement - \$5,000,000	Approved
28.	Minor Sanitary Sewer Collection System Improvements - \$50,000	Approved
29.	Sewer Inflow/ Infiltration Removal Program - \$100,000	Approved
30.	Dale Street Pumping Station Replacement - \$360,000	Approved
31.	Purchase of Conservation Land from Genetics Institute/Pfizer 83 Lowell	Withdrawn

Junction Road and Application for
LAND Grant Funds

32.	Public Works Vehicles – Large - \$555,000	Approved
33.	Fire Apparatus Replacement – Ladder Truck - \$1,100,000	Approved
34.	Major Town Building Projects - \$775,000	Approved
35.	Town and School Energy Efficiency Initiatives - \$565,000	Approved
36.	Major School Projects - \$722,000	Approved
37.	Senior Citizen Property Tax Exemption	Approved
38.	Parking Study Implementation - \$75,000	Approved
39.	Downtown Improvements - \$100,000	Approved
40.	Town Offices Customer Service Building Improvements - \$1,000,000	Failed

**WARRANT
ARTICLE NO. & DESCRIPTION**

**ACTION
TAKEN**

**ATTY. GENERAL
APPROVED**

41.	Senior Center at Punchard Design Services - \$160,000	Approved	
42.	Prohibition of Marijuana Establishments	Approved	June 7, 2018 (Posted June 13, 2018)
43.	Amend Zoning Bylaw – Section 10.0 Definitions	Approved	June 7, 2018 (Posted June 13, 2018)
44.	Amend Zoning Bylaw – Table of Use Regulations	Approved	June 7, 2018 (Posted June 13, 2018)
45.	West Elementary School Feasibility Study - \$1,200,000	Approved	

46.	Information Technology Platforms and Infrastructure - \$350,000	Approved	
47.	Student Device Refresh - \$200,000	Approved	
48.	Minor Storm Drain Improvements - \$300,000	Approved	
49.	Water Treatment Plant Maintenance - \$300,000	Approved	
50.	Street Acceptance of Fraser Drive	Approved	
51.	New General Bylaw Article XII Section 50 Naming Private Ways	Withdrawn	
52.	Amend General Bylaw Article 1 Section 4: Penalty for Violations of Bylaws, Rules and Regulations	Approved	June 7, 2018 (Posted June 13, 2018)
53.	Amend Section 5.2 of the Andover Bylaw Related to Signs	Withdrawn	
54.	Ledge Road Landfill	Approved	
55.	Thin Film Single Use Plastic Checkout Bag Reduction Bylaw	Approved	June 7, 2018 (Posted June 13, 2018)
56.	Polystyrene Food and Beverage Ware and Packaging Reduction Bylaw	Approved	June 7, 2018 (Posted June 13, 2018)
57.	Change from Appointed Planning Board to Elected Planning Board	Failed	
58.	Reduce Planning Board Members From Five Years to Three Years	Withdrawn	
59.	Blasting Notification	Withdrawn	
60.	Improved Financial Transparency in Annual Report	Withdrawn	

**WARRANT
ARTICLE NO. & DESCRIPTION**

**ACTION
TAKEN**

**ATTY. GENERAL
APPROVED**

61.	Amend Andover Zoning Bylaw	Failed	
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Article VIII, Section 8.7.6.1

62.	Amend Andover Zoning Bylaw Article VIII, Section 8.7.6.1	Withdrawn
63.	Noise Control	Withdrawn
64.	Date of Town Elections – Home Rule Legislation	Failed
65.	Allowed Planned Developments in ID 2 District	No Action
66.	Dascomb Road Project – Planned Development Master Plan	No Action

ANNUAL TOWN MEETING WARRANT

Agreeably to a Warrant signed by the Selectmen on March 5, 2018, to notify and warn the Inhabitants of said Town who are qualified to vote in Town Affairs to meet and assemble at the J. Everett Collins Center Auditorium, Andover High School, Shawsheen Road, in said Andover, on

MONDAY, THE THIRTIETH DAY OF APRIL, 2018

at seven o'clock P.M. to act upon the following articles:

Pursuant to the foregoing Warrant, I the subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each school house and in no less than five other public places where bills and notices are usually posted and by publication in the *Eagle Tribune*. Said Warrants have been posted and published fourteen days.

Ronald Bertheim, Constable
March 12, 2018

ANNUAL TOWN MEETING

APRIL 30, 2018

The check lists were used at the entrance and Six Hundred and Twenty Nine (629) voters admitted to the meeting on the first night of the meeting.

Sheila M. Doherty, Moderator, called the meeting to order at 7:00 P.M.

The American Legion Post 8 presented and posted the Colors.

The Pledge of Allegiance to the Flag was led by Paul J. Salafia, Chair of the Board of Selectmen.

The invocation was given by Rev. Michael Hodges of Christ Church.

The Moderator took a moment to remember those citizens of the Town who have passed on in the past year.

The Song "America," written by Samuel Francis Smith in Andover was sung by Andover High School students Katie Beaver, Tessa Barcelo, Mara Duran-Clark, Abinaya Ganesh, Jade Nair, Lauren Mahoney, Louis Morrison & Estelle Rankin.

Upon motion made and duly seconded it was VOTED to admit non-voters to the meeting, some of whom may be speaking. Sixty Seven (67) non-voters were admitted during the first night of the meeting.

The Moderator asked that all cell phones be silenced so as not to disturb the meeting.

Upon motion made and duly seconded, it was VOTED by majority consent to dispense with the reading of the Warrant and return of service of the Constable and to refer to the Warrant Articles by number and subject matter.

The Moderator announced the voting sections of the Hall.

The Moderator introduced the stage participants to meeting members.

The Moderator introduced Atty. Christopher Vrontas as the Town Meeting “Ombudsman”, and reminded meeting members that he would help them with questions on Town Meeting procedures and amendments to articles.

The Moderator outlined the Rules and Procedures of Town meeting to the Members, including that voters must be seated to be counted and must have their voter stickers visible and the use of Pro, Con and Point of Order microphones during the meeting.

The Moderator took a vote to limit presenters of articles to five minutes of speaking time and speakers to three minutes. The Motion passed by a majority vote.

The Moderator then took up the Warrant.

ARTICLES 55 & 56: The Moderator began with a declaration that Warrant Articles 65 and 66 are out of order and may not be considered for approval at this meeting. Article 65 is the same article which appeared as Article 11 of the January 29, 2018 Special Town Meeting. The article calls for a zoning bylaw change to permit residential use in the ID2 Zoning District. The article was disapproved at the January meeting. Under state law this article may not be reconsidered by town meeting for two years after disapproval unless recommended for approval by the Planning Board. The Planning Board recommends disapproval. Article 66 is the same article which appeared as Article 12 of the January 29, 2018 Special Town Meeting. This article was withdrawn in January after the failure of the previous article in that it was dependent on passage of that article.

It was duly moved and seconded to take no action on Article 65. The Moderator declared the motion passed by majority vote.

It was duly moved and seconded to take no action on Article 66. The Moderator declared to motion passed by majority vote.

ARTICLE 1. Annual Town Election

Annual Town Election: Moderator for one year, two Selectmen for three years, two School Committee members for three years, one member of the Greater Lawrence Regional Vocational Technical School Committee for three years and two Punchard Free School Trustees for three years.

On request of the Town Clerk

The Town Clerk reported the following were elected:

Moderator	One For One Year	Sheila M. Doherty 9 Juniper Road
Board of Selectmen	Two For Three Years	Ann W. Gilbert 12 Gray Road Christian C. Huntress 17 Tewksbury Street
School Committee	Two For Three Years	Susan K. McCready 8 Dean Circle Tracey E. Spruce 23 Woodhaven Drive
Greater Lawrence Regional Vocational Technical School District Committee	One For Three Years	Marilyn M. Fitzgerald 25 Washington Avenue
Trustees of the Punchard Free School	Two For Three Years	Eric Stubenhaus 8 Enfield Drive Melissa M. Danisch 16 Bradley Road

ARTICLE 2. Election Not Required by Ballot

To elect all other officers not required by law to be elected by ballot, or take any other action related thereto.

On request of the Town Clerk

Upon motion made and duly seconded it was VOTED by a majority vote that **Kenneth Ozoonian, 98 Osgood Street**, be elected Trustee of the Cornell Fund for three years.

ARTICLE 3. Salaries of Elected Officials

To establish the salaries of the elected officers for the ensuing year, or take any other action related thereto.

On request of the Town Clerk

Upon motions made and duly seconded it was VOTED by Majority vote that the salaries of the elected Town Officers be established as follows:

Town Moderator -	\$250.00 for each Annual Town Meeting and \$60.00 for each Special Town Meeting except when it falls within the Annual Town Meeting.
Selectmen -	Chairman - \$1,800.00
	Members - \$1,500.00
School Committee -	Chairman - \$1,800.00
	Members - \$1,500.00

The Town Clerk presided over the vote for the Moderator's compensation. The Moderator presided over the vote for the Selectmen and School Committee compensation

Finance Committee Report: Approval as to all

ARTICLE 4. Fiscal Year 2019 Budget

To see if the Town will vote to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019, or take any other action related thereto.

On request of the Town Manager

MAIN MOTION: It was moved and duly seconded to raise and appropriate, including appropriations from available funds, the sum of \$182,417,985 less \$2,657,512 in dedicated revenues for a total of \$179,760,473, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019.

MOTION TO AMEND: It was moved and duly seconded to amend Line Item 15 of Article 4, Andover School Department Personal Services, changing it from \$66,753,383 to \$66,688,383, so that Line Item 15 Total becomes \$82,445,658. The Moderator declared the Motion to Amend FAILED, a simple majority vote required for passage.

The Moderator declared the Main Motion PASSED, a simple majority vote required for passage.

The FY 2019 Budget was approved as follows:

LINE ITEM	DEPARTMENT	APPROVED FY 2019
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VOTED to raise and appropriate the following sums of money for PUBLIC SAFETY:

	PUBLIC SAFETY	
1	PERSONAL SERVICES	15,405,213
2	OTHER EXPENSES	<u>1,616,557</u>
	TOTAL	17,021,770

Includes \$138,883 - parking receipts, \$90,000 - detail fees, and \$1,300,000 - ambulance collections

Finance Committee Report: Approval

Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for GENERAL GOVERNMENT/IT/CD&P:

	GENERAL GOVERNMENT/IT/CD&P	
3	PERSONAL SERVICES	6,168,793
4	OTHER EXPENSES	<u>2,209,706</u>
	TOTAL	8,378,499

Includes \$25,000 in receipts from wetland filing fees.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for DEPARTMENT OF PUBLIC WORKS:

	DEPARTMENT OF PUBLIC WORKS	
5	PERSONAL SERVICES	3,447,728
6	OTHER EXPENSES	<u>4,965,663</u>
	TOTAL	8,413,391

Includes \$60,000 cemetery revenues

Finance Committee Report: Approval

Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for DEPARTMENT OF PUBLIC FACILITIES:

	DEPARTMENT OF PUBLIC FACILITIES	
7	PERSONAL SERVICES	2,317,184
8	OTHER EXPENSES	<u>1,459,534</u>
	TOTAL	3,776,718

Includes \$80,000 rental receipts and \$8,000 Andover Youth Foundation gift

Finance Committee Report: Approval

Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for LIBRARY:

	LIBRARY	
9	PERSONAL SERVICES	2,163,080
10	OTHER EXPENSES	<u>666,012</u>
	TOTAL	2,829,092

Finance Committee Report: Approval
Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for COMMUNITY SERVICES:

COMMUNITY SERVICES		
11	PERSONAL SERVICES	1,712,735
12	OTHER EXPENSES	<u>671,115</u>
	TOTAL	2,383,850

Includes \$583,510, \$4,482 and \$47,000 in user fees, \$59,000 grants and \$22,000 Andover Youth Foundation Gift

Finance Committee Report: Approval
Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for UNCLASSIFIED:

UNCLASSIFIED EXPENSES		
13	COMPENSATION FUND	0
14	RESERVE FUND	<u>200,000</u>
	TOTAL	200,000

Finance Committee Report: Approval
Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for ANDOVER SCHOOL DEPT.:

15	ANDOVER SCHOOL DEPARTMENT	<u>82,510,658</u>
	TOTAL	82,510,658

Finance Committee Report: Approval
Board of Selectmen Report: Approval
School Committee Report: Approval

VOTED to raise and appropriate the following sums of money for SEWER:

SEWER		
16	PERSONAL SERVICES	329,123
17	OTHER EXPENSES	<u>2,537,257</u>
	TOTAL	2,866,380

Finance Committee Report: Approval
Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for WATER:

	WATER	
18	PERSONAL SERVICES	2,062,821
19	OTHER EXPENSES	<u>3,199,600</u>
	TOTAL	5,262,421

Finance Committee Report: Approval

Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for TECHNICAL SCHOOLS:

20	TECHNICAL SCHOOLS	<u>628,300</u>
	TOTAL	628,300

Finance Committee Report: Approval

Board of Selectmen Report: Approval

VOTED to raise and appropriate the following sums of money for OBLIGATIONS:

	OBLIGATIONS	
21	DEBT SERVICE	14,568,902
22	GENERAL INSURANCE	967,703
23	UNEMPLOYMENT COMPENSATION	160,000
24	RETIREMENT FUND	10,371,338
25	HEALTH INSURANCE FUND	20,662,075
26	OPEB FUND	<u>1,416,888</u>
	TOTAL	48,146,906

Includes \$239,637 from Cable Funds

Finance Committee Report: Approval

Board of Selectman Report: Approval

GRAND TOTAL	182,417,985
<i>less dedicated Revenues</i>	<u>(2,657,512)</u>
NET TOTAL	179,760,473

2018 ANNUAL TOWN MEETING SPECIAL ARTICLES

SPECIAL ARTICLES FROM FREE CASH

Article 7	To Municipal Services Snow and Ice	\$1,400,000.00
Article 15	Jerry Silverman Fireworks	\$ 14,000.00
Article 39	Downtown Improvements	\$ 100,000.00
Article 45	West Elementary School Feasibility Study	<u>\$1,200,000.00</u>
TOTAL		<u>\$2,714,000.00</u>

SPECIAL ARTICLES – TRANSFER OF FUNDS

Article 17	From Cable Franchise Fees and other cable related Revenues to support PEG access services and oversight cable franchise agreements	\$ 692,539.00
Article 18	From Overlay Surplus to fund FY20 property tax revaluation	\$ 32,000.00
Article 19	From Elder Services Program Stabilization Fund for the development and implementation of new programs, services and activities	\$ 12,000.00
Article 22	From Spring Grove Cemetery Perpetual Care Reserve Account for the purpose of Cemetery Maintenance including costs incidental and related thereto	\$ 6,000.00
Article 23	From the Bond Premium Stabilization Fund to the General Fund	\$ 100,000.00
Article 38	From Parking Funds for purchasing services and materials related to the Parking Study Implementation project	\$ 75,000.00
Article 47	From Cable Franchise Fee Account to purchase services and materials related to replacing student technology devices	<u>\$ 200,000.00</u>
TOTAL		<u>\$1,117,539.00</u>

SPECIAL ARTICLES – GENERAL FUND BORROWING

Article 25	Water Main Replacement Projects	\$ 3,000,000.00
Article 27	Water Treatment Plant Electrical Substation Replacement	\$ 5,000,000.00
Article 30	Dale Street Pumping Station Replacement	\$ 360,000.00
Article 32	Public Works Vehicles - Large	\$ 555,000.00
Article 33	Fire Apparatus Replacement – Ladder Truck	\$ 1,100,000.00
Article 34	Major Town Building Projects	\$ 775,000.00
Article 35	Town & School Energy Efficiency Initiatives	\$ 565,000.00
Article 36	Major School Projects	\$ 722,000.00
Article 41	Senior Center at Punchard Design Services	\$ 160,000.00
Article 46	Information Technology Platforms and Infrastructure	\$ 350,000.00

Article 48	Minor Storm Drain Improvements	\$ 300,000.00
	TOTAL	\$12,887,000.00

WATER ENTERPRISE FUND

Article 49	Water Treatment Plant Maintenance	\$ 300,000.00
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SPECIAL ARTICLES – FISCAL YEAR 2019 REVOLVING ACCOUNTS

Article 16	Community Development & Planning Department	\$ 20,000.00
Article 16	Memorial Hall Library – Lost/Damaged Materials	\$ 20,000.00
Article 16	Health Clinic	\$ 60,000.00
Article 16	Division of Recreation	\$ 625,000.00
Article 16	Division of Youth Services	\$ 400,000.00
Article 16	Field Maintenance	\$ 150,000.00
Article 16	Division of Elder Services	\$ 225,000.00
Article 16	Police Communications	\$ 50,000.00
Article 16	School Photocopy Fees	\$ 10,000.00
Article 16	Compost Program	\$ 60,000.00
Article 16	Solid Waste	\$ 40,000.00
Article 16	Stormwater Management	\$ 5,000.00
Article 16	Fire Rescue	\$ 100,000.00
Article 16	Health Services	\$ 100,000.00
	TOTAL	\$ 1,865,000.00

SPECIAL ARTICLES FROM TAXATION

Article 5	Capital Projects Fund Appropriation	\$ 3,265,077.00
Article 8	Stabilization Fund	\$ 100,000.00
Article 20	Elderly/Disabled Transportation Program	\$ 12,000.00
Article 21	Support for Civic Events	\$ 5,000.00
	TOTAL	\$ 3,382,077.00

SPECIAL ARTICLES FROM WATER RESERVES

Article 24	Water and Sewer Vehicles	\$ 195,000.00
Article 26	Hydrant Replacement Program	\$ 100,000.00
	TOTAL	\$ 295,000.00

SPECIAL ARTICLES FROM SEWER RESERVES

Article 28	Minor Sanitary Sewer Collection System Improvements	\$ 50,000.00
Article 29	Sewer Inflow/Infiltration Removal Program	\$ 100,000.00
	TOTAL	\$ 150,000.00

A true record
ATTEST

Lawrence J. Murphy
Town Clerk

ARTICLE 5	FISCAL YEAR 2019 CAPITAL PROJECTS FUND
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To see if the Town will vote to raise by taxation and appropriate the sum of money for the purpose of funding the Fiscal Year 2019 appropriation for the Capital Projects Fund, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to raise by taxation and appropriate the sum of \$3,265,077 for the purpose of funding the Fiscal Year 2019 appropriation for the Capital Projects Fund.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval
School Committee Report: Approval

ARTICLE 6	BUDGET TRANSFERS
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To see if the Town will vote to transfer from amounts previously appropriated at the May 2017 Annual Town Meeting as authorized by Massachusetts General Laws Chapter 44, Section 33B, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED to Withdraw Article 6 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 7	SUPPLEMENTAL BUDGET APPROPRIATIONS
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To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations voted at the May 2017 Annual Town Meeting, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to appropriate \$1,400,000 from Free Cash and to transfer \$1,400,000 to Department of Public Works Snow & Ice.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 8	STABILIZATION FUND
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To see if the Town will vote to appropriate and raise from taxation or available funds a sum of money to the Stabilization Fund in accordance with Massachusetts General Laws Chapter 40, Section 5B, as amended by Chapter 46, Sections 14 and 50 of the Acts of 2003, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to appropriate and raise from taxation the sum of \$100,000 to the Stabilization Fund in accordance with Massachusetts General Laws Chapter 40, Section 5B, as amended by Chapter 46, Sections 14 and 50 of the Acts of 2003.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 9	FREE CASH
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To see what amount the Town will vote to permit the Assessors to use in Free Cash to reduce the Fiscal Year 2019 tax rate and to affect appropriations voted at the 2018 Annual Town Meeting, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED to Withdraw Article 9 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 10	UNEXPENDED APPROPRIATIONS
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To see what disposition shall be made of unexpended appropriations and Free Cash in the treasury, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED to Withdraw Article 10 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 11	GENERAL HOUSEKEEPING ARTICLES (A THROUGH G)
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To see if the Town will vote the following consent articles, or take any other action related thereto:

- A. Grant Program Authorization** To see if the Town will vote to authorize the Board of Selectmen and/or the Town Manager to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Andover by the Commonwealth of Massachusetts or the U. S. Government under any State or Federal grant program, or take any other action related thereto.

On request of the Town Manager

- B. Road Contracts** To see if the Town will vote to authorize the Town Manager to enter into a contract with the Massachusetts Highway Department Commissioners or the Federal Government for the construction and maintenance of public highways in the Town of Andover for the ensuing year, or take any other action related thereto.

On request of the Town Manager

- C. Town Report** To act upon the report of the Town officers, or take any other action related thereto.

On request of the Town Manager

- D. Property Tax Exemptions** To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 to allow an additional property tax exemption for Fiscal Year 2018 for those persons who qualify for property tax exemptions under Massachusetts General Laws Chapter 59, Section 5, or take any other action related thereto.

On request of the Board of Assessors

- E. Contracts in Excess of Three Years** To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b) to authorize the Town Manager or the Superintendent of Schools to solicit and award contracts for terms exceeding three years but no greater than five years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interests of the Town by a vote of the Board of Selectmen or the School Committee, as appropriate, or take any other action related thereto.

On request of the Town Manager

- F. Accepting Easements** To see if the Town will vote to authorize the Board of Selectmen and the School Committee to accept grants of easements for streets, water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

On request of the Town Manager

- G. Rescinding of Bond Authorizations** To see if the Town will vote to rescind unissued bond authorizations from prior Town Meetings, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED to approve the consent agenda, Articles 11A through 11F as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval Articles 11 A, B, D E & F
Board of Selectmen Report: Approval all Articles 11, A, B, C, D, E & F
School Committee Report: Approval Articles 11 A & E

Upon motion made and duly seconded it was VOTED to Withdraw Article 11G from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 12	GRANTING EASEMENTS
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To see if the Town will vote to authorize the Board of Selectmen and the School Committee to grant easements for water, drainage, sewer and utility purposes or any public purpose on terms and conditions the Board and the Committee deem in the best interests of the Town, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to approve Article 12 as printed in the Warrant.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval

ARTICLE 13	UNPAID BILLS
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To see if the Town will vote to transfer from available funds a sum of money to pay unpaid bills for which obligation was incurred in prior fiscal years, or take any other action related thereto.

On request of the Town Accountant

Upon motion made and duly seconded it was VOTED to Withdraw Article 13 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 14	CHAPTER 90 AUTHORIZATIONS
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To see if the Town will vote to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval

ARTICLE 15	JERRY SILVERMAN FIREWORKS
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To see if the Town will vote to appropriate and raise by taxation or available funds the amount of \$14,000 for the Jerry Silverman Fireworks Program as part of the Fourth of July festivities, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to approve Article 15 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 16	FISCAL YEAR 2019 REVOLVING ACCOUNTS
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To see if the Town will vote to authorize the following expenditure limits for revolving funds for certain Town departments under Massachusetts General Laws, Chapter 44, Section 53E½ for the fiscal year beginning July 1, 2018, or take any other action related thereto:

<i>On</i>	Revolving Fund	FY2019 Limit
	Community Development & Planning Department	\$20,000
	Memorial Hall Library-Lost/Damaged Materials	\$20,000
	Health Clinic	\$60,000
	Division of Recreation	\$625,000
	Division of Youth Services	\$400,000
	Field Maintenance	\$150,000
	Division of Elder Services	\$225,000
	Police Communications	\$50,000
	School Photocopy Fees	\$10,000
	Compost Program	\$60,000
	Solid Waste	\$40,000
	Stormwater Management	\$5,000
	Fire Rescue	\$100,000
	Health Services	\$100,000

request of the Finance Director

Upon motion made and duly seconded it was VOTED to approve Article 16 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

School Committee Report: Approval

ARTICLE 17	PEG ACCESS AND CABLE RELATED FUND EXPENSES
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To see if the will Town will vote to appropriate cable franchise fees and other cable-related revenues to support PEG access services, cable related expenses, and oversight of the cable franchise agreements for fiscal year 2019, which begins on July 1, 2018, or take any other action relative thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED to approve Article 17 as printed in the Warrant and further that the Town appropriate \$692,539 for cable related services.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval

ARTICLE 18	OVERLAY SURPLUS TRANSFER FOR PROPERTY REVALUATION
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To see if the Town will vote to transfer \$32,000 from Overlay Surplus to fund the FY20 property tax revaluation, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED to approve Article 18 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval

ARTICLE 19	APPROPRIATION FROM ELDER SERVICES PROGRAM STABILIZATION FUND
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To see if the Town will vote to transfer and appropriate the sum of \$12,000 from the Elder Services Program Stabilization Fund established under Article 1 of the May 7, 2013 Special Town Meeting to be used for the development and implementation of new programs, services

and activities as recommended by the Division of Elder Services and approved by the Town Manager, or take any other action related thereto.

On request of Director of Community Services

Upon motion made and duly seconded it was VOTED to approve Article 19 as printed in the Warrant.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 20	ELDERLY/DISABLED TRANSPORTATION PROGRAM
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To see if the Town will vote to appropriate and raise by taxation a sum not to exceed \$12,000 for the purpose of continuing to provide for an elderly and disabled transportation subsidy program, or take any other action related thereto.

On request of the Council on Aging

Upon motion made and duly seconded it was VOTED to approve Article 20 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 21	SUPPORT FOR CIVIC EVENTS
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To see if the Town will vote to appropriate and raise by taxation or transfer from available funds a sum not to exceed \$5,000 for the purpose of paying a portion of the municipal costs associated with civic events in the downtown, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to appropriate and raise by taxation the sum of \$5,000 for the purpose of paying a portion of the municipal costs associated with civic events in the downtown.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval

ARTICLE 22	SPRING GROVE CEMETERY MAINTENANCE
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To see if the Town will vote to transfer the sum of \$6,000 from the Spring Grove Cemetery Perpetual Care reserve account and appropriate the sum of \$6,000 for the purpose of cemetery maintenance including costs incidental and related thereto, or take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED to approve Article 22 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval

ARTICLE 23	STABILIZATION FUND BOND PREMIUM
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To see if the Town will vote to transfer the sum of \$100,000 from the Bond Premium Stabilization Fund to the General Fund to offset non-exempt debt interest payments, or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was VOTED to approve Article 23 as printed in the Warrant.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval

ARTICLE 24	WATER AND SEWER VEHICLES
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$195,000 for the purpose of purchasing Water and Sewer vehicles, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED to transfer the sum of \$195,000 from Water Reserves and appropriate the sum of \$195,000 for the purpose of purchasing Water and Sewer vehicles, including any other costs incidental and related thereto.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 25	WATER MAIN REPLACEMENT PROJECTS
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$3,000,000 for the purpose of purchasing services and materials related to completing water main replacement projects, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$3,000,000 for the purpose of purchasing services and materials related to completing water main replacement projects, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §8(4), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 26	HYDRANT REPLACEMENT PROGRAM
-------------------	------------------------------------

To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$100,000 for the purpose of purchasing services and materials related to the fire hydrant replacement program, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED to transfer the sum of \$100,000 from Water Reserves and appropriate the sum of \$100,000 for the purpose of purchasing services and materials related to the fire hydrant replacement program, including any other costs incidental and related thereto.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 27	WATER TREATMENT PLANT ELECTRICAL SUBSTATION REPLACEMENT
-------------------	----------------------------------------------------------------

To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$5,000,000 for the purpose of purchasing services and materials related to the water treatment plant electrical substation replacement project, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$5,000,000 for the purpose of purchasing services and materials related to the water treatment plant electrical substation replacement project, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §§7 and 8, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 28	MINOR SANITARY SEWER COLLECTION SYSTEM IMPROVEMENTS
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$50,000 for the purpose of purchasing services and materials related to completing minor sanitary sewer collection system improvements, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED to transfer the sum of \$50,000 from Sewer Reserves and appropriate the sum of \$50,000 for the purpose of purchasing services and materials related to completing minor sanitary sewer collection system improvements, including any other costs incidental and related thereto.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 29	SEWER INFLOW/INFILTRATION REMOVAL PROGRAM
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$100,000 for the purpose of purchasing services and materials related to the Inflow/Infiltration Removal Program, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED to transfer the sum of \$100,000 from Sewer Reserves and appropriate the sum of \$100,000 for the purpose of purchasing services and materials related to the Inflow/Infiltration Removal Program including any other costs incidental and related thereto

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 30	DALE STREET PUMPING STATION REPLACEMENT
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$360,000 for the purpose of purchasing services and materials related to completing a replacement of the pumping station on Dale Street, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$360,000 for the purpose of purchasing services and materials related to completing a replacement of the pumping station on Dale Street, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §§7 and 8, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied

to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 31	PURCHASE OF CONSERVATION LAND FROM GENETICS INSTITUTE/PFIZER 83 LOWELL JUNCTION ROAD AND APPLICATION FOR LAND GRANT FUNDS
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To see if the Town will vote to authorize the sum of money appropriated by vote under Article 12 of the 2001 Annual Town Meeting, as amended by vote under Article 56 of the 2014 Annual Town Meeting for the acquisition by gift, negotiated purchase or eminent domain of a parcel of land of approximately 3.08+/-acres at 83 Lowell Junction Road, now or formerly owned by Genetics Institute, Inc. / Pfizer as described on Assessors Map 183, Parcel 11, and for expenses incidental and related thereto, to be managed and controlled by the Conservation Commission of the Town of Andover in accordance with Chapter 40, Section 8C of Massachusetts General Laws for conservation and passive outdoor recreation purposes, and to meet said appropriation, to authorize the Treasurer, with the approval of the Board of Selectmen to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (3) and/or Chapter 44, Section 8C of Massachusetts General Laws, or any other enabling authority, issue bonds or notes of the Town therefor or to take any other action related thereto that may be necessary for that purpose, and that the Town Manager, Conservation Commission and Board of Selectmen on behalf of the Town be authorized to acquire said land or any portion thereof by gift, purchase, or eminent domain, including but not limited to using an appropriation made at the 2001 Town Meeting, Article 12 as amended by the 2014 Town Meeting, Article 56 for said acquisition and related expenses, and that the Town Manager and the Board of Selectmen and the Conservation Commission be authorized, as they deem appropriate, to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Andover to effect said purchase, and that the Conservation Commission be authorized to file on behalf of the Town any and all applications deemed necessary to seek reimbursements or grants under the Local Acquisitions for Natural Diversity (LAND) Grant Program, Chapter 132A, Section 11 and/or other reimbursement or grant programs in any way connected with the scope of this article and to enter into agreements and execute any and all instruments as may be necessary on behalf of the Town to affect said purchase or grant, and take any other action related to the conveyance of said land to the Town under the provisions of Chapter 40, Section 8C of the Massachusetts General Laws and as it may hereafter be amended and other Massachusetts statutes relating to Conservation to be managed and controlled by the Conservation Commission, or take any other action related thereto.

On request of the Director of Conservation

Upon motion made and duly seconded it was VOTED to Withdraw Article 31 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion

Passed by a majority vote.

ARTICLE 32	PUBLIC WORKS VEHICLES – LARGE
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$555,000 for the purpose of purchasing public works vehicles, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$555,000 for the purpose of purchasing public works vehicles, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 33	FIRE APPARATUS REPLACEMENT – LADDER TRUCK
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$1,100,000 for the purpose of purchasing a ladder truck, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Fire Chief

Upon motion made and duly seconded it was VOTED that the Town appropriates \$1,100,000 for the purpose of purchasing a ladder truck, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 34	MAJOR TOWN BUILDING PROJECTS
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$775,000 for the purpose of purchasing services and materials related to reconstructing, making extraordinary repairs to, and equipping various town buildings, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$775,000 for the purpose of purchasing services and materials related to reconstructing, making extraordinary repairs to, and equipping various town buildings, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 35	TOWN AND SCHOOL ENERGY EFFICIENCY INITIATIVES
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$565,000 for the purpose of purchasing services and materials related to completing Town and School energy efficiency initiatives, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$565,000 for the purpose of purchasing services and materials related to completing Town and School energy efficiency initiatives, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale

of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 36	MAJOR SCHOOL PROJECTS
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$722,000 for the purpose of purchasing services and materials related to reconstructing making extraordinary repairs to, and equipping school buildings, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$722,000 for the purpose of purchasing services and materials related to reconstructing making extraordinary repairs to, and equipping school buildings, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

School Committee Report: Approval

ARTICLE 37	SENIOR CITIZEN PROPERTY TAX EXEMPTION
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To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to petition the General Court for passage of a special law substantially as provided below. The Legislature may make clerical or editorial changes in form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the Legislature. The Board of Selectmen is

hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF ANDOVER TO ESTABLISH A MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION

SECTION 1. With respect to each qualifying parcel of real property classified as class one, residential in the town of Andover there shall be an exemption from the property tax in an amount to be set annually by the board of selectmen as provided in section 3. The exemption shall be applied to the domicile of the taxpayer only. For the purposes of this act, "parcel" shall be a unit of real property as defined by the board of assessors under the deed for the property and shall include a condominium unit. The exemption provided for herein shall be in addition to any and all other exemptions allowed by the General Laws.

SECTION 2. Real property shall qualify for the exemption under section 1 if all of the following criteria are met:

- (a) The qualifying real property is owned and occupied by a person who qualified and received the circuit breaker income tax credit the previous year under section 6(k) of chapter 62 of the General Laws;
- (b) The qualifying real property is owned by a single applicant age 65 or older at the close of the previous year or jointly by persons either of whom is age 65 or above at the close of the previous year and if the joint applicant is 60 years of age or older;
- (c) The qualifying real property is owned and occupied by the applicant or joint applicants as their domicile;
- (d) The applicant or at least 1 of the joint applicants has been domiciled and owned a home in the town of Andover for at least the 10 consecutive years preceding the filing of an application for the exemption;
- (e) The maximum prior year assessed value of the domicile is no greater than the prior year's maximum assessed value for qualification for the circuit breaker income tax credit under Section 6(k) of chapter 62 of the General Laws as adjusted annually by the Department of Revenue; and
- (f) The board of assessors has approved the application.

SECTION 3. The board of selectmen shall annually set the exemption amount provided for in section 1, provided that the amount of the exemption shall be up to a 100% match, and no less than a 50% match, of the amount of the circuit breaker income tax credit under section 6(k) of chapter 62 of the General Laws for which the applicant received in the previous year. The total amount exempted by this act shall be allocated proportionally within the tax levy on all residential taxpayers.

SECTION 4. A person who seeks to qualify for the exemption under section 1 shall, before the deadline established by the board of assessors, file an application, on a form to be adopted by the

board of assessors, with the supporting documentation of the filed income tax return of the applicant showing the Circuit Breaker tax credit. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. No exemption shall be granted under this act until the Department of Revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

SECTION 6. This act shall expire after 3 years of implementation of the exemption with program implementation beginning in Fiscal Year 2020.

or take any other action with respect thereto.

On request of the Elder Services Task Force

Upon motion made and duly seconded it was VOTED to approve Article 37 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the motion Passed on a standing count of 414 YES to 76 NO.

Finance Committee Report: The Finance Committee reported a lack of consensus.

Board of Selectmen Report: Approval

ARTICLE 38	PARKING STUDY IMPLEMENTATION
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$75,000 for the purpose of purchasing services and materials related to the Parking Study Implementation project, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to transfer the sum of \$75,000 from Parking Funds and appropriate the sum of \$75,000 for the purpose of purchasing services and materials related to the Parking Study Implementation project, including any other costs incidental and related thereto.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Planning Board Report: Approval

ARTICLE 39	DOWNTOWN IMPROVEMENTS
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$1,000,000 for the purpose of purchasing services and materials related to making improvements to the downtown area, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to transfer the sum of \$100,000 from Free Cash and appropriate the sum of \$100,000 for the purpose of purchasing services and materials related to making improvements to the downtown area, including any other costs incidental and related thereto.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Planning Board Report: Approval

ARTICLE 40	TOWN OFFICES CUSTOMER SERVICE BUILDING IMPROVEMENTS
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$1,000,000 for the purpose of purchasing services and materials related to Town Offices building renovations and customer service improvements, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Town Manager

It was moved and duly seconded to transfer the sum of \$1,000,000 from Free Cash and appropriate the sum of \$1,000,000 for the purpose of purchasing services and materials related to Town Offices building renovations and customer service improvements, including any other costs incidental and related thereto.

VOTE: A simple majority vote required for passage, the Moderator declared the motion Failed on a standing count of 254 YES to 255 NO.

At 9:59 PM on Motion of Town Counsel Thomas J. Urbelis made and duly seconded, it was VOTED by a Majority vote to adjourn the meeting to May 1, 2018 at the same hour and place.

ANNUAL TOWN MEETING - SECOND SESSION – May 1, 2018

The check lists were used at the entrance and Eight Hundred and Thirty (830) voters admitted to the meeting on the second night of the meeting.

Sheila M. Doherty, Moderator, called the meeting to order at 7:00 P.M.

Upon motion made and duly seconded it was VOTED to admit non-voters to the meeting, some of whom may be speaking. One Hundred and Three (103) non-voters were admitted during the second night of the meeting.

Virginia Cole Community Service Award: The Virginia Cole Community Service Award was awarded to Donald J. Cooper, Chair of the Conservation Commission in recognition of his three decades of service on the Conservation Commission, including seventeen years as Chair. The award was presented by Board of Selectmen Chair Paul Salafia and School Committee Chair Susan McCready. They cited Mr. Cooper's enormous contributions to the acquisition and protection of open space in the Town and his singular experience as a skilled environmental attorney and licensed professional engineer. Mr. Cooper was out of Town and unable to be present. His son Duncan Cooper accepted the award for him.

Upon motion made and duly seconded, it was VOTED by majority consent to dispense with the reading of the Warrant and return of service of the Constable and to refer to the Warrant Articles by number and subject matter.

The Moderator introduced the stage participants to meeting members.

The Moderator introduced Atty. Christopher Vrontas as the Town Meeting "Ombudsman," and reminded meeting members that he would help them with questions on Town Meeting procedures and amendments to articles.

The Moderator explained the use of the Pro and Con microphones during the meeting

The Moderator outlined the Rules and Procedures of Town Meeting to the Members and reminded the members of the Meeting of the time limits voted on presenters and speakers on the first day of the Meeting

The Moderator then took up the Warrant.

ARTICLE 41	SENIOR CENTER AT PUNCHARD DESIGN SERVICES
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$160,000 for the purpose of purchasing

professional services related to the design of the Senior Center at Punchard, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Director of Community Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$160,000 for the purpose of purchasing professional services related to the design of the Senior Center at Punchard, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report:	Approval
Board of Selectmen Report:	Approval
Permanent Town Building Committee Report:	Approval

ARTICLE 42	PROHIBITION OF MARIJUANA ESTABLISHMENTS
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To see if the Town will vote to amend Article XII of the Town's General Bylaws, Miscellaneous Bylaws, by adding after Section 48 the following new section:

Section 49. Prohibition of Marijuana Establishments Not Medically Prescribed

(a) Prohibition

Consistent with G.L. c. 94G, sec. 3(a)(2), all types of marijuana establishments as defined in G.L. c. 94G, sec. 1, including all marijuana cultivators, craft marijuana cultivator cooperatives, independent testing laboratories, marijuana product manufacturers, marijuana retailers, on-site consumption, special events, and any other type of licensed marijuana-related businesses, but not to include a medical marijuana treatment center or registered marijuana dispensary as defined and regulated in Article VIII, Section 8.9 of the Town's Zoning Bylaws, are prohibited in the Town of Andover.

(b) Severability

If any provisions, paragraphs, sentences, or clauses of this bylaw shall be held invalid for any reason, all other provisions shall continue in full force and effect.

(c) Enforcement

The penalty for violation of this bylaw shall be \$200 for each such violation. Each day of the violation shall constitute a separate offense. In addition to any other applicable remedy, violation of this bylaw may be enforced by noncriminal disposition in accordance with G.L. c. 40, sec. 21D. The Town Manager, Police Officers and the Building Inspector shall be enforcing persons.

And further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of Bylaws, or take any other action relative thereto.

On request of the Board of Selectmen

Upon motion made and duly seconded it was VOTED to approve Article 42 as printed in the Warrant.

The Moderator declared the Motion passed. The Moderator's declaration was challenged. A standing count was conducted.

VOTE: A majority vote required for passage, the Moderator declared the motion Passed on a standing count of 527 YES to 231 NO.

Finance Committee Report: No Position
Board of Selectmen Report: Approval
Planning Board Report: No Position
Board of Health Report: Approval

ARTICLE 43	AMEND ZONING BYLAW – SECTION 10.0 DEFINITIONS
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To see if the Town will vote to amend the Andover Zoning Bylaw, Article VIII, §10.0 DEFINITIONS to include Marijuana Establishments and to read as follows:

Marijuana Establishments – shall mean all types of marijuana establishments as defined in G.L. C. 94G, sec. 1, including all marijuana cultivators, craft marijuana cultivator cooperatives, independent testing laboratories, marijuana product manufacturers, marijuana retailers, on-site consumption, special events, and any other type of licensed marijuana related businesses, but not to include a medical marijuana treatment center or registered marijuana dispensary as defined and regulated in Article VIII, Section 8.9 of the Town's Zoning Bylaws.

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On request of the Board of Selectmen

Upon motion made and duly seconded it was VOTED to approve Article 43 as printed in the Warrant.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Board of Selectmen Report: Approval
Planning Board Report: Approval
Board of Health Report: Approval

ARTICLE 44	AMEND ZONING BYLAW – TABLE OF USE REGULATIONS
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Amend **APPENDIX A TABLE 1 Section 3.1.3 Table of Use Regulations** to add 27. Marijuana Establishments and to read as follows:

	Residential Districts				Business Districts				Industrial Districts			
	SRA	SRB	SRC	APT	LS	OP	GB	MU	IG	IA	ID	ID 2
27. Marijuana Establishments	N	N	N	N	N	N	N	N	N	N	N	N

And further that non-substantive changes to the numbering of this by-law be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On request of the Board of Selectmen

Upon motion made and duly seconded it was VOTED to approve Article 44 as printed in the Warrant.

The Moderator declared the Motion passed by more than a 2/3 vote. The Moderator's declaration was challenged. A standing count was conducted.

VOTE: A 2/3 vote required for passage, the Moderator declared the motion Passed on a standing count of 522 YES to 201 NO.

Board of Selectmen Report: Approval
Planning Board Report: Approval
Board of Health Report: Approval

ARTICLE 45	WEST ELEMENTARY SCHOOL FEASIBILITY STUDY
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$1,200,000 for the purpose of purchasing services and materials related to the West Elementary School Feasibility Study, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED to transfer the sum of \$1,200,000 from Free Cash and appropriate the sum of \$1,200,000 for the purpose of purchasing services and materials related to the West Elementary School Feasibility Study, including any other costs incidental and related thereto.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval
School Committee Report: Approval

ARTICLE 46	INFORMATION TECHNOLOGY PLATFORMS AND INFRASTRUCTURE
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$350,000 for the purpose of purchasing services and materials related to completing information technology platforms and infrastructure, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Chief Information Office

Upon motion made and duly seconded it was VOTED that the Town appropriates \$350,000 for the purpose of purchasing services and materials related to completing information technology platforms and infrastructure, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(9), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval
Board of Selectmen Report: Approval
School Committee Report: Approval

ARTICLE 47	STUDENT DEVICE REFRESH
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$200,000 for the purpose of purchasing services and materials related to replacing student technology devices, including any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Chief Information Officer

Upon motion made and duly seconded it was VOTED to transfer from the Cable Franchise Fee Account and appropriate the sum of \$200,000 for the purpose of purchasing services and materials related to replacing student technology devices, including any other costs incidental and related thereto.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

School Committee Report: Approval

ARTICLE 48	MINOR STORM DRAIN IMPROVMENTS
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To see if the Town will vote to raise by taxation, borrowing, or transfer from available funds or by any combination thereof and appropriate the sum of \$300,000 for purpose of purchasing services and materials related to minor storm drain improvements, including any other costs incidental and related thereto, or take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED that the Town appropriates \$300,000 for the purpose of purchasing services and materials related to minor storm drain improvements, including the payment of any other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Passed by more than a 2/3 vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 49	WATER TREATMENT PLANT MAINTENANCE
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To see if the Town will vote to appropriate the sum of \$300,000 in the Water Enterprise Fund for the purpose of paying various maintenance costs related to the water distribution system and the

Water Treatment Plant, including any other costs incidental and related thereto, or take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED to approve Article 49 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

ARTICLE 50	STREET ACCEPTANCE OF FRASER DRIVE
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To see if the Town will vote to accept and name as a public way the following street: Fraser Drive as further described below, and to accept deeds to the street and all related easements:

Fraser Drive, as shown on a plan approved by the Andover Planning Board entitled “DEFINITIVE SUBDIVISION PLAN FRASER DRIVE ANDOVER, MASS’ dated August 30, 2013 last revised December 5, 2013 and recorded in the Essex North District Registry of Deeds as Plan Number 17059 and further modified on plan approved by the Andover Planning Board entitled “Modification to Subdivision Plan of Land in Andover Mass entitled 29 Boutwell Road (Fraser Drive)” dated July 23, 2015 last revised August 20, 2015 and recorded in Essex North District Registry of Deeds as Plan Number 17341; or take any other action related thereto.

On request of the Board of Selectmen

Upon motion made and duly seconded it was VOTED to approve Article 50 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Board of Selectmen Report: Approval

Planning Board Report: Approval

ARTICLE 51	NEW GENERAL BYLAW ARTICLE XII SECTION 50 NAMING PRIVATE WAYS
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To see if the Town will vote to amend General Bylaw Article XII by adding the following new section:

§50. Naming Private Ways

No way, which is open for public use but has not become a public way, shall be given a name unless the name is first approved by the Board of Selectmen.

And further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of Bylaws, or take any other action related thereto.

On request of the Director of Municipal Services

Upon motion made and duly seconded it was VOTED to Withdraw Article 51 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 52	AMEND GENERAL BYLAW ARTICLE 1 SECTION 4: PENALTY FOR VIOLATIONS OF BYLAWS, RULES AND REGULATIONS
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To see if the Town will vote to amend Article I, Section 4 of the Town's Bylaws as follows:

Delete the second paragraph of Article I, Section 4 and replace with the following:

Except as otherwise provided herein or by rules or regulations of the Town, for any violation of the bylaws, rules, or regulations of the Town, a fine of \$300 shall be assessed for each offense.

Delete the second sentence of the fourth paragraph of Article I, Section 4 and replace with the following:

Any person notified to appear before the Clerk of the Lawrence District Court may appear and confess the offense charged, either personally or through an agent or by mailing with the notice such specific sum of money in the amount of \$300 for each offense or such other amount as the Town may fix herein or by rule or regulation as a penalty for violation of such bylaw, rule or regulations. Or take any other action relative thereto.

On request of the Board of Health

Upon motion made and duly seconded it was VOTED to approve Article 52 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Board of Selectmen Report: Approval

Board of Health Report: Approval

ARTICLE 53	AMEND SECTION 5.2 OF THE ANDOVER ZONING BYLAW RELATED TO SIGNS
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To see if the Town will vote to amend Section 5.2 of the Andover Zoning Bylaw by deleting the language stricken from the bylaw as shown below and by adding the language underlined in the bylaw which is shown as follows:

“SECTION 5.2. SIGNS

5.2.1. Purpose. The following sign regulations are intended to:

1. Preserve the historical ambiance and aesthetic character of the town;
2. Maintain public safety by eliminating potential hazards to motorists created by distracting or confusing sign displays and excessive illumination;
3. Encourage efficient communication for business identification and public information.

5.2.2. Definitions. In this bylaw, the following terms shall apply:

1. *Sign:* A sign shall consist of any of the following elements:

- a. Lettering, words, numerals, emblems, trademarks, logos, images, drawings, pictures, graphics, pennants, streamers, or other devices of any material or construction, however displayed, whether as an independent structure or as part of a building or other structure or object;
- b. Any visual device designed to inform, attract or draw the attention of persons outside the premises on which the device is located, including messages within or attached to windows and doors;
- c. Any exterior building surface that is internally illuminated or decorated with gaseous tubing, LED displays or back lighting.

2. *Sign Area:* The area of the smallest horizontal or vertical rectangle enclosing the entire display area of the sign. The display area of a sign is the entire area, different in color or composition from the façade or common trim of the building, used to frame or provide a background for the sign. The display area may contain open space and irregular shapes if they are part of the sign. The display area shall also include internally illuminated, back-lit or decoratively lighted sign support structures if such elements are present. The area of double-sided signs shall be calculated using the area of only one face of the sign.

3. *Sign Height:* The distance measured from the ground level at the base of the sign to the top of the sign or support structure, whichever is higher. For freestanding signs, the land under or surrounding the sign may not be built up or elevated to reduce the calculated height of the sign.

4. *Sign Support Structure:* Any device, such as a pole, bracket or post, used to support a sign. The sign support structure shall be excluded from the calculation of the sign area if it contains none of the elements described in §5.2.2.1 above, and, for freestanding signs, the total width of the support structure is less than 25% of the width of the supported sign.

5. *Attached Sign:* A sign that is either attached parallel to the façade of a building, facing in the same direction as the façade, or displayed on the fixed canopy or awning of a building.

6. *Freestanding Sign*: A sign that is supported by its own structure and is not attached to a building or other structure.

7. *Projecting Sign*: A sign mounted perpendicular to the building façade.

8. *Double-sided Sign*: A freestanding or projecting sign having two parallel opposite faces separated by a distance of not more than twelve (12) inches. A sign with two opposite faces that are not parallel shall be considered a double-sided sign if the two faces are joined to each other, or to a common support structure, at one end, and the angle of separation between the two faces does not exceed thirty (30) degrees.

9. *Temporary Sign*: A non-permanent sign that is displayed for a limited duration. Temporary signs may be exterior (displayed on the exterior or outside of a structure) or interior (attached or displayed from the inside of a structure, viewed from the outside through a window or other opening).

10. *Portable or Removable Sign*: A temporary sign of any shape or configuration that is self-supporting and not permanently fixed or mounted to the ground or to another structure.

11. *Internally Illuminated Sign*: A sign that is illuminated by a light source internal to the sign. Signs having a light source that forms the exterior surface of the sign or all or part of the design elements, shall be considered to be internally illuminated.

12. *Nonconforming sign*: A sign, including its support structure, that does not conform to the regulations prescribed in this bylaw, but which was in existence at the time the regulations became effective and was lawful at the time it was installed or erected.

13. *Open Space*: For the purposes of this Section 5.2. open space shall be defined as undeveloped land available to the public at no cost, for passive recreation such as hiking, bird watching, fishing, photography, picnicking, cross country skiing, biking, horseback riding or other activities which do not alter or disturb the terrain and at the same time to conserve natural and scenic resources, protect air, streams or water supply, and enhance the value of the land to the public.

14. *Awning*: A fixed or retractable structure, whether made of canvas, plastic, metal or other material, placed over a storefront, door or window. For the purpose of this Section 5.2. Signs, awnings shall not be considered a sign. Lettering, symbols or graphic elements appearing on either the body or the valance of an awning (and not otherwise exempt) shall constitute an Attached Sign. The area of a sign displayed on an awning consists of the area encompassed by any lettering, symbols, or graphic elements distinct from the awning background color.

5.2.3. General Provisions.

1. *Exemptions*. The following signs are exempt from the provisions of the bylaw:

- a. Flags and insignia of any government, except when they are displayed in connection with the advertising or promotion of a commercial product or service.
- b. Legal notices or informational devices erected or required by public agencies.

- c. Signs affixed to standard gasoline pumps bearing the formula and price of gasoline. Such signs shall not exceed 2 square feet in area. Additional signage on the pumps may not exceed 20% of the surface area of the pump.
- d. Integral decorative or architectural features of buildings, except for lettering, trademarks, moving parts or parts internally illuminated or decorated with gaseous tube or other lights.
- e. On-premises signs intended to guide and direct traffic and parking, not exceeding two (2) square feet in area and four (4) feet in height and bearing no internal illumination.
- f. On valances of awnings or similar devices, lettering, symbols or graphic elements not exceeding six (6) inches in height and not exceeding 75% of the height of the valance.
- g. On awnings or similar devices, one symbol or graphic element, without text, not exceeding five (5) square feet per awning.
- h. Signs located on facilities or land under the care and control of the Massachusetts Bay Transportation Authority;
- i. Banners installed subject to the provisions of the Andover General Bylaw, Article XII §44.

32. *Maintenance.* All signs shall be maintained in a safe and neat condition to the satisfaction of the Inspector of Buildings and in accordance with the Commonwealth of the Massachusetts State Building Code, 780 CMR.

43. *Nonconforming Signs.*

- a. Any nonconforming sign and/or support structure, legally permitted and erected prior to the adoption of this provision, or any amendments thereto, which remains un-altered in any way, may be continued and maintained.
- b. Any sign associated with a business that has terminated activities loses its relevance and therefore becomes nonconforming. Any nonconforming sign and/or support shall be removed within thirty (30) days of a change in use or termination of activities on the premises.
- c. Nonconforming signs shall not be enlarged, rebuilt, restored or altered except in conformity with this bylaw.
- d. Any sign which has been destroyed or damaged to the extent that the cost of repair or restoration will exceed one-third (1/3) of the replacement value as of the date of such damage or destruction shall not be repaired, rebuilt, restored or altered except in conformity with this bylaw.

54. *Liability.* No sign shall project more than five feet over any public right-of-way or other public property. Any sign projecting over a public right-of-way shall be covered by liability insurance in the amount of two million dollars (\$2,000,000) as verified by a certificate of insurance filed with the Town Clerk.

5.2.4. Sign Permit. Unless specifically exempted or provided for elsewhere in this section, no sign shall be installed, erected, enlarged, redesigned or structurally altered without a sign permit issued by the Inspector of Buildings.

1. *Application and Review.*

- a. Sign Permit Application: A completed sign permit application, fulfilling all requirements for requested materials and documents and specifying all pertinent dimensions and materials, shall be submitted to the Inspector of Buildings prior to the installation or alteration of any sign for which a permit is required.
- b. Review by the Design Review Board: Prior to the issuance of a sign permit, the Design Review Board (DRB) shall, within 30 days of submission of an application for a sign permit, review an application for (a) a municipal sign in any district and (b) a sign greater than four (4) square feet in the General Business (GB) and Mixed Use (MU) District. Applications for review by the Design Review Board shall be submitted on a standard application form specified by the DRB. See §5.2.15, Design Guidelines for Signs.

2. *Criteria for a Special Permit.* When acting on an application for a special permit, the Board of Appeals shall consider the following:

- a. The character of the proposed sign and its suitability to the building and the surrounding neighborhood.
- b. Its relationship to the architectural style, size and scale of the building.
- c. The impact of the size and illumination of the sign on other establishments and the surrounding neighborhood.
- d. The criteria specified in §9.6.4 of this Bylaw, and such other factors as the Board of Appeals deems appropriate in order to assure that the public interest is protected.

5.2.5. Prohibited Signs and Devices.

1. No sign shall be lighted, except by a steady external and stationary light source which is shielded and directed solely at the sign, unless specifically provided for in this bylaw.
2. No illumination shall be permitted which casts glare onto any residential premises or onto any portion of a way so as to create a traffic hazard.
3. No commercial signs shall be illuminated in any residential district, or within two hundred (200) feet of a residential district, between the hours of 9:00 p.m. and 7:00 a.m., unless the establishment is open to the public.
4. No sign shall be illuminated by any color other than colorless or white light, except for temporary holiday lighting.
5. No animated, revolving, flashing, backlit, exposed neon or similar exposed gaseous tube illuminated signs shall be permitted.
6. No signs shall be attached to motor vehicles, trailers or other movable objects regularly or recurrently located for fixed display.
7. Visibility for motorists and pedestrians shall not be obstructed at any intersection, driveway, or crosswalk. See also Article VIII, §4.1.3.2.g.

8. No portable or removable sign shall be allowed in any zoning district except as permitted under §5.2.7.
9. No attached exterior sign shall cover any portion of a window or door casing.
10. No signs shall be allowed on the uppermost roof of any building.
11. No portion of a sign shall extend above the highest point of the roof or parapet of the building to which it is attached.

5.2.6. Permanent Signs allowed in all zoning districts. The following signs are allowed in all zoning districts. See also specific requirements for each zoning district in §5.2.9 through §5.2.14, inclusive.

1. One sign, either attached or freestanding, does not require a sign permit if it does not exceed two (2) square feet in area.

. *Open Space signs.* A sign on open space or other undeveloped property open to the public, requires no sign permit if the sign is less than thirty five (35) square feet in area

3. *Off-Premises Directional Signs.*

- a. The Board of Selectmen may allow, by special permit, one un-lighted off-premises directional sign or signs within the public right-of-way or at any intersection designating the route to an establishment not on the street or way to which the sign is oriented.
- b. The Board of Appeals may allow, by special permit, an off-premises sign or signs on private property provided that the sign will not endanger public safety and is of such size, location and design that it will not be detrimental to the character of the neighborhood.
- c. No off-premises sign shall exceed two (2) square feet in area.
- d. At locations where a sign pertains to more than one establishment all such signs shall be incorporated into a single sign support structure that shall not exceed six (6) feet in height.

5.2.7. Temporary Signs allowed in all zoning districts.

1. In all districts, no temporary on-premises sign or other temporary on-premises advertising devise shall be permitted except as follows:

- a. The design and location of all temporary signs attached to or associated with a commercial property or use shall be subject to the approval of the Building Commissioner following guidelines approved by the Planning Board.
- b. The Building Commissioner may approve temporary signs attached to or associated with a commercial property or use for no more than a four month period in any calendar year.
- c. Temporary signs associated with a non-commercial property, dwelling or use not exceeding 12 square feet may be placed in all districts.

- d. Signs related to an event on a specific date or dates shall be removed within 7 days after the event.

5.2.8. Signs in Residential Districts (SRA, SRB, SRC, APT).

1. *Single Family Residential Districts (SRA), (SRB), and (SRC).* In addition to the signs allowed in §5.2.6, the following signs are allowed:

- a. One sign, either attached or freestanding does not require a sign permit and shall not exceed two (2) square feet in area.
- b. Any sign, either attached or freestanding, that exceeds two (2) square feet in area may be allowed by special permit from the Board of Appeals. In no case, however, shall the sign area exceed six (6) square feet or the sign height exceed four (4) feet.

2. *Apartment Districts (APT).* In addition to the signs allowed in §5.2.6, the following signs are allowed:

- a. One (1) freestanding sign on each street on which the complex has street frontage, provided that the frontage also provides vehicular or pedestrian access to the complex. The sign area shall not exceed fifteen (15) square feet and the sign height shall not exceed eight (8) feet.

5.2.9. Signs in General Business (GB) Districts. In addition to the signs allowed in §5.2.6, the following signs are allowed for commercial or business uses:

1. One (1) attached sign shall be allowed, oriented to each street and parking lot on which the commercial or business use has a façade, providing that such façade has either a window or a direct entryway into the use's space.

- a. The sign may be either attached flat against the wall or placed on an awning or fixed canopy of the building.
- b. No portion of the sign shall extend above the highest point of the roof or parapet of the building to which it is attached.
- c. The sign area of a flat attached sign for any individual commercial or business use shall not exceed fifteen (15) percent of the portion of the facade associated with that use.
- d. Flat attached signs oriented to the street shall not exceed fifty (50) square feet in area.
- e. Flat attached signs oriented to a parking lot shall not exceed twenty-five (25) square feet in area unless they mark the primary entrance to a building or establishment, in which case the sign area shall not exceed fifty (50) square feet.
- f. Attached signs displayed on the body of awnings or canopies shall not exceed twenty percent (20%) of the area of the awning or canopy, and in no case shall they exceed twenty-five (25) square feet.

2. In addition to the above, each building that is set back a minimum of five (5) feet from the property line may install one (1) freestanding sign, with a sign area not to exceed twelve (12) square feet and a sign height not to exceed six (6) feet above ground level.

3. In addition to the above, each commercial or business use may install one (1) projecting sign on each façade providing that such façade has either a window or a direct entryway into the use's space, subject to the following conditions:

- a. The sign area shall not exceed nine (9) square feet, excluding sign support structure.
- b. The bottom of a projecting sign shall be at least eight (8) feet above the ground, and the top of the sign shall be no more than twenty-five (25) feet from the ground.
- c. No sign shall project more than five (5) feet from the façade to which it is attached.
- d. A larger sign may be allowed by special permit from the Board of Appeals; in no case, however, shall the sign area exceed fifteen (15) square feet.

4. A building occupied by multiple commercial or business uses may install a single sign, either attached to or projecting from the building, provided that the total area of such a sign shall not exceed one (1) square foot per occupant.

5. Unlighted graphics, lettering or symbols with transparent background mounted on the inside of windows or transparent entry doors shall require no sign permit if their area does not exceed 30% of the glass or transparent area. Telephone numbers, web addresses, prices, and similar text shall not exceed two (2) inches in height.

5.2.10. Signs in Mixed Use (MU) Districts. In addition to the signs allowed in §5.2.6, the following signs are allowed:

1. One (1) attached sign shall be allowed, oriented to each street and parking lot on which the commercial or business use has a façade, providing that such façade has either a window or a direct entryway into the use's space.

- a. The sign may be either attached flat against the wall or placed on an awning or fixed canopy of the building.
- b. No portion of the sign shall extend above the highest point of the roof or parapet of the building to which it is attached.
- c. The sign area of a flat attached sign for any individual commercial or business use shall not exceed ten (10) percent of the portion of the facade associated with that use and in no case shall the sign area exceed eighty (80) square feet.
- d. Attached signs displayed on the body of awnings or canopies shall not exceed twenty percent (20%) of the area of the awnings or canopy and in no case shall they exceed twenty-five (25) square feet.

2. In addition to the above, each building that is set back a minimum of five (5) feet from the property line may install one (1) freestanding sign, with a sign area not to exceed twenty-five (25) square feet and a sign height not to exceed eight (8) feet above ground level.

3. In addition to the above, each commercial or business use may install one (1) projecting sign on each façade of the building, subject to the following conditions:

- a. The façade shall have either a window or a direct entryway to the premises.

- b. The sign area shall not exceed nine (9) square feet, excluding any sign support structure.
- c. No sign shall project more than five (5) feet from the façade to which it is attached. The bottom of a projecting sign shall be at least eight (8) feet above the ground, and the top of the sign shall be no more than twenty-five (25) feet from the ground.
- d. A larger sign may be allowed by special permit from the Board of Appeals; in no case, however, shall the sign area exceed fifteen (15) square feet.

4. A building occupied by multiple commercial or business uses may install a single sign, either attached to or projecting from the building, provided that the total area of such a sign shall not exceed one (1) square foot for each occupant listed thereon.

5. Unlighted graphics, lettering or symbols with transparent background mounted on the inside of windows or transparent entry doors shall require no sign permit if their area does not exceed 30% of the glass or transparent area. Telephone numbers, web addresses, prices, and similar text shall not exceed two (2) inches in height.

5.2.11. Signs in Office Park Districts (OP) and Limited Service Districts (LS). In addition to the signs allowed in §5.2.6, the following signs are allowed:

1. One (1) freestanding sign shall be allowed for each street upon which a building or complex has frontage, subject to the following conditions:

- a. The sign area shall not exceed twenty-five (25) square feet and the sign height shall not exceed eight (8) feet.
- b. The Board of Appeals may grant, subject to the criteria of §5.2.4.2, a special permit for a larger sign if required for legibility, up to sixteen (16) feet in height, if the property fronts on a high-speed, limited access highway.

2. In addition to the above, one (1) attached sign for each street upon which a building or complex has frontage. The sign may be either attached flat against the wall or placed on an awning or fixed canopy of the building. No portion of the sign shall extend above the highest point of the roof or parapet of the building to which it is attached. The sign area of a flat attached sign shall not exceed twenty-five (25) square feet. Attached signs displayed on the body of awnings or canopies shall not exceed twenty percent (20%) of the area of the awning or canopy, and in no case shall they exceed twenty-five (25) square feet.

3. In addition to the above, each business or tenant shall be limited to one sign (attached or projecting) for each street and parking lot on which the business or tenant has an entryway. The sign area shall not exceed three (3) square feet.

. The Board of Appeals may grant, subject to the criteria of §5.2.4.2, a special permit for a second sign on a building facing a limited access, high-speed highway.

5.2.12. Signs in Industrial G (IG) Districts. In addition to the signs allowed in §5.2.6, the following signs are allowed:

1. One sign attached flat against the wall or fixed canopy of a building, subject to the following conditions:

- a. The sign area of a flat attached sign shall not exceed twenty percent (20%) of the area of the side of the building to which it is attached, or eighty (80) square feet, whichever is less. Attached signs displayed on the body of awnings or canopies shall not exceed twenty percent (20%) of the area of the awning or canopy, and in no case shall they exceed twenty-five (25) square feet.
- b. No portion of the sign shall extend above the highest point of the roof or parapet of the building in which it is attached.

2. In addition to the above, one (1) freestanding sign for each street on which the property fronts, subject to the following conditions:

- a. The area of each sign shall not exceed fifty (50) square feet.
- b. No part of any such sign shall be more than eight (8) feet above ground level.
- c. No such sign shall be located closer than five (5) feet to any property line or the line of any street or way.

3. The Board of Appeals may grant, subject to the criteria of §5.2.4.2, a special permit for a larger or an internally-illuminated sign.

5.2.13. Signs in Industrial A (IA) Districts. In addition to the signs allowed in §5.2.6, the following signs are allowed:

1. One or more signs attached flat against the wall or placed on an awning or fixed canopy of a building, subject to the following conditions:

- a. The total area of all such signs on a building shall not exceed twenty percent (20%) of the area of the side of the building to which they are attached, or two hundred (200) square feet, whichever is less. Attached signs displayed on the body of awnings or canopies shall not exceed twenty percent (20%) of the area of the awning or canopy, and in no case shall they exceed twenty-five (25) square feet.
- b. No portion of the sign shall extend above the highest point of the roof or parapet of the building to which it is attached.

2. One (1) freestanding sign for each street on which the property fronts, subject to the following conditions:

- a. The area of each sign shall not exceed one hundred (100) square feet.
- b. No part of any such sign shall be more than twenty-five (25) feet above ground level.
- c. No such sign shall be located closer than five (5) feet to any property line or the line of any street or way.

3. Internally illuminated signs are allowed.

5.2.14. Signs in Industrial D (ID) Districts and Industrial 2 (ID2) Districts. In addition to the signs allowed in §5.2.6, the following signs are allowed:

1. One or more signs attached flat against the wall or canopy of a building, subject to the following conditions:

- a. The total area of all such signs on a building shall not exceed ten percent (10%) of the area of the side of the building to which they are attached, or two hundred (200) square feet, whichever is less. Attached signs displayed on the body of awnings or canopies shall not exceed twenty percent (20%) of the area of the awning or canopy, and in no case shall they exceed twenty-five (25) square feet.
- b. No portion of the sign shall extend above the highest point of the roof or parapet of the building to which it is attached.

2. In addition to the above, one (1) freestanding sign for each street on which the property fronts, subject to the following conditions:

- a. The area of each sign shall not exceed one hundred (100) square feet.
- b. No part of any such sign shall be more than twelve (12) feet above ground level.
- c. No such sign shall be located closer than five (5) feet to any property line or the line of any street or way.

3. Internally illuminated signs are allowed.

5.2.15. Design Guidelines for Signs. The following are further means by which the objectives for signs stated in Section 5.2.1 can be served. These guidelines are not mandatory, but the degree of compliance with them shall be considered by the Special Permit Granting Authority in acting upon special permits, and by the Design Review Board as authorized hereunder.

1. Efficient Communication.

- a. Sign content normally should not occupy more than forty percent (40%) of the sign background, whether a signboard or a building element.
- b. Non-verbal devices should be considered, in addition to text, as such graphic images can provide rapid and effective communication as well as character.

2. Environmental Relationship.

- a. Sign brightness should not be excessive in relation to background lighting levels, e.g., averaging not in excess of one hundred foot-lamberts in the downtown or similarly bright areas and not in excess of twenty foot-lamberts in unlighted outlying areas.

3. Relationship to Buildings.

- a. Signs should be sized and located so as to not interrupt, obscure or hide the continuity of columns, cornices, eaves, sill lines or other architectural elements of

- the building and, wherever possible, should reflect and emphasize the building's architectural form.
- b. Sign materials, colors and lettering should be representative of and appropriate to the character of the building to which the sign relates, just as sign size should be related to building size."

And further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of By-laws, or take any other action related thereto.

On request of the Planning Director

It was moved and duly seconded to approve Article 53 as printed in the Warrant.

Following debate, upon motion made and duly seconded it was VOTED to Withdraw Article 53 from the Warrant.

VOTE: A simple majority vote required for Withdrawal, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 54	LEDGE ROAD LANDFILL
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To prohibit the use of any Town funds, including but not limited to the stabilization funds that were appropriated by the 2016 Town Meeting or any other appropriated but unspent funds of the Town, for any post closure use of the Ledge Road landfill property that would constitute or require the construction of any Department of Municipal Services Public Works and/or Plant & Facilities Material Handling Operations and/or any storage facility with the purpose of storing or warehousing any Town vehicles, equipment, materials or refuse on the Ledge Road landfill property unless and until the Town expressly authorizes the same pursuant to a specific warrant article appropriating such funds at a future Town Meeting.

On request of Greg Minasian and others

Upon motion made and duly seconded it was VOTED to approve Article 54 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

Finance Committee Report: Disapproval
Board of Selectmen Report: Disapproval

ARTICLE 55	THIN FILM SINGLE USE PLASTIC CHECKOUT BAG REDUCTION BYLAW
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To see if the Town will amend the Town of Andover General Bylaw of Article XII by adding a new Section 50: Thin Film Single Use Plastic Check Out Bag Reduction as follows:

Section 1. Findings and Intent

Thin Film Single Use Plastic Check Out Bags have a significant effect on marine (including freshwater systems) and terrestrial environment and human health; including, but not limited to: 1) harming marine and terrestrial animals through ingestion and entanglement; 2) polluting and degrading the terrestrial and marine environments; 3) clogging storm drainage systems; 4) creating a burden for solid waste disposal and recycling facilities; 5) requiring the use of fossil fuels in their composition; 6) degrading into microplastic pieces (<5mm) that are concurrently ingested by fish, crustaceans, bivalves and other ocean life moving up the food chain to disrupt human health; 7) acting as a vector for stagnant water through which mosquito borne diseases can spread. Studies have shown that even “compostable” or “biodegradable” bags require very specific and controlled conditions into biodegrade, and have potentially negative environmental effects similar to conventional thin film single use plastic bags. Such bags should therefore be subject to the same restrictions as conventional thin film single use plastic check out bags.

NOW THEREFORE, the purpose of this bylaw is to protect Andover’s unique natural beauty and irreplaceable natural resources by reducing the number of single use plastic check out bags in circulation in the Town of Andover and to promote the use of reusable bags. Numerous Massachusetts communities have acted or are in the process of reducing use of thin film single use plastic check out bags.

Section 2. Definitions

- a. “Thin Film Single Use Check Out Bag” shall mean those bags typically with handles, constructed of high density polyethylene (HDPE), low density polyethylene (LDPE), linear low density polyethylene (LLDPE), polyvinyl chloride (PVC), polyethylene terephthalate (PET) or polypropylene (other than woven and non-woven polypropylene fabric), if said film is less than 4.0mm¹ in thickness.
- b. “Department” shall mean the Town of Andover Health Division.
- c. “Health Agent” shall mean a person appointed by the Board of Health as its Health Agent.
- d. “Recyclable Paper Bag” shall mean a paper bag, with or without handles that contains at least 40% post-consumer recycled content, and displays in a visible manner on the outside of the bag 1) the word “recyclable” or a symbol identifying the bag as recyclable and 2) a label identifying the bags as being made from post-consumer recycled content and the percentage of post-consumer recycled content in the bag.
- e. “Reusable Bag” means a sewn bag with stitched handles that is specifically designed for multiple reuse that (i) can carry twenty five (25) pounds; (ii) is machine washable or is made of a material that can be cleaned or disinfected one hundred and twenty five (125) times; (iii) is made of either polyester, polypropylene, cotton or other natural fiber material; and (iv) has a thickness of greater than four (4.0) millimeters².
- f. “Polyethylene” is any of various lightweight thermoplastic resins made by polymerizing ethylene, a flammable hydrocarbon gas primarily occurring in natural gas, coal gas, and crude oil chiefly used for plastic bags, food containers and other products.
- g. “Compostable plastic bag” means conforming to the ASTM (American Society for Testing and Materials) D6400 for compostability.
- h. “Biodegradable plastic bag” means a plastic bag that conforms to the current ASTM D7081 standard specification for marine degradability.
- i. “Food Establishment” means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR

590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000, et. seq., shall be considered a “Food Establishment” for purposes of this ordinance.

Section 3. Regulated conduct

- a) No Food Establishment in Andover shall provide Thin Film Single Use Plastic Check Out Bags to customers.
- b) If Food Establishment provides bags to customers, with or without charge, the bags must be one of the following:
 - 1) Recyclable Paper bag
 - 2) Reusable Check Out bag; or
 - 3) Cardboard boxes.

Section 4. Exemptions

- a) Thin film plastic bags typically without handles which are used to contain dry cleaning, newspapers, fruit, vegetables, nuts, grains, candy, wet items and other similar merchandise are not prohibited under this bylaw.
- b) All Food Establishments must provide at the point of sale, free of charge either reusable shopping bags or recyclable paper bags or both, at the Food Establishment’s option, to any customer participating in the Supplemental Food Program for Women, Infants and Children (WIC) pursuant to M.G.L.c.111, or in the Supplemental Nutrition Assistance Program (SNAP) pursuant to M.G.L.c.18.
- c) The provisions of this bylaw do not apply to bags used by a non-profit corporation or other charity as defined by M.G.L.c.12 to distribute food, grocery products, clothing or other household items to clients.
- d) This bylaw does not prevent Food Establishments from selling to customers various types of plastic bags sold in packages containing multiple bags intended for personal use.

Section 5. Enforcement

(a) The Town of Andover Board of Health and its Director or his/her designee shall have the authority to administer and enforce this bylaw.

(b) Whoever, himself or by his servant or agent or as the servant or agent of any other person or firm or corporation, violates any of the provisions of these regulations may be penalized by a non-criminal disposition process as provided in MGL c. 40, §21D. Each day of violation, after written notice, is a separate violation.

(c) The following penalties shall apply:

- (1) First offense: Warning
- (2) Second offense: \$50
- (3) Third offense: \$100 and appearance in front of Board of Health
- (4) Fourth and subsequent offenses: \$200

Section 6. Effective Date

- a) This by law shall take effect following approval of the bylaw by the Attorney General on January 2, 2019 for Food Establishments

- b) The Director may exempt a Food Establishment from the requirements of this section for a period of up to six (6) months upon a finding by the Director that 1) the requirements of this section would cause undue hardship.

Section 7. Regulations

- a) The Town of Andover Health Department may adopt and amend rules and regulations to effectuate the purposes of this bylaw.

Section 8. Severability

- a) If any provision of this bylaw is declared invalid or unenforceable the other provisions shall not be affected thereby.

Non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of Bylaws, or take any other action related thereto.

Footnotes:

- 1 This measurement in Section 2a should be 4.0mils, not 4.0mm. This will be corrected on the floor at Town Meeting.
- 2 This measurement in Section 2e should be four (4.0) mils, not four (4.0) millimeters. This will be corrected on the floor at Town Meeting.

On request of David Bunting and others

Main Motion: It was moved and duly seconded to approve Article 55 as printed in the Warrant.

Motion to Amend: It was moved and duly seconded to amend the Main Motion as follows:

In Section 2 a. delete “4.0mm” and substitute “4mils”

In Section 2 e. delete “Reusable Bag” and substitute “Reusable Check Out Bag” and delete “four (4.0) millimeters” and substitute “four (4.0) mils”

In Section 4 b. delete “reusable shopping bag” and substitute “Reusable Check Out Bags”

The Moderator declared the Motion to amend passed by a simple majority vote.

VOTE: A simple majority vote required for passage, the Moderator declared the Main Motion, as amended, Passed by a majority vote.

Board of Selectmen Report:	Approval
Board of Health Report:	Approval
Conservation Commission Report:	Approval
Andover Green Advisory Board Report:	Approval

At 10:08 PM on Motion of Town Counsel Thomas J. Urbelis made and duly seconded, it was VOTED by a Majority vote to adjourn the meeting to May 7, 2018 at the same hour and place.

ANNUAL TOWN MEETING - THIRD SESSION – May 7, 2018

The check lists were used at the entrance and Five Hundred and Twenty Nine (529) voters admitted to the meeting on the second night of the meeting.

Sheila M. Doherty, Moderator, called the meeting to order at 7:00 P.M.

Upon motion made and duly seconded it was VOTED to admit non-voters to the meeting, some of whom may be speaking. Forty (40) non-voters were admitted during the third night of the meeting.

Upon motion made and duly seconded, it was VOTED by majority consent to dispense with the reading of the Warrant and return of service of the Constable and to refer to the Warrant Articles by number and subject matter.

The Moderator announced the voting sections of the Hall.

The Moderator introduced the stage participants to meeting members.

The Moderator introduced Atty. Christopher Vrontas as the Town Meeting “Ombudsman,” and reminded meeting members that he would help them with questions on Town Meeting procedures and amendments to articles.

The Moderator explained the use of the Pro and Con microphones during the meeting

The Moderator outlined the Rules and Procedures of Town Meeting to the Members and reminded the members of the Meeting of the time limits voted on presenters and speakers on the first day of the Meeting

The Moderator then took up the Warrant.

ARTICLE 56	POLYSTYRENE FOOD AND BEVERAGE WARE AND PACKAGING REDUCTION BYLAW
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To see if the Town will amend the Town of Andover General Bylaw of Article XII by adding a new Section 49: Polystyrene Food and Beverage Ware & Packaging Reduction, as follows:

REDUCTION OF POLYSTYRENE

A new bylaw for the town of Andover prohibiting the use and distribution of foam and rigid polystyrene in food service ware and packaging material and requiring the use and distribution of biodegradable, compostable, reusable or recyclable products or materials in its place.

§ 1. FINDINGS AND INTENT

WHEREAS, the Town has a duty to protect the natural environment, the economy, and the health of its citizens; and

WHEREAS, styrene, a component of polystyrene, is a known hazardous substance, classified by the National Toxicology Program (NTP) as “reasonably anticipated to be a human carcinogen” and also recognized by the NTP as a potential food and beverage contaminant that may “leach from polystyrene containers used for food products”; and

WHEREAS, polystyrene is made from fossil fuels, a non-renewable resource; and

WHEREAS, polystyrene manufacture, use, and disposal requires substantial energy consumption and contributes to greenhouse gases and other adverse environmental effects; and

WHEREAS, polystyrene is not biodegradable or compostable, and is generally not recyclable; and

WHEREAS, polystyrene is a common environmental pollutant that fragments into smaller pieces that harm or kill marine life and wildlife when they ingest them;

WHEREAS, the EPA states "that such materials can also have serious impacts on human health, wildlife, the aquatic environment and the economy"; and

WHEREAS, polystyrene is used as food service ware by food establishments operating in Andover; and

WHEREAS, disposable food service ware constitutes a portion of the litter in Andover’s streets, parks and public places, which increases Andover’s costs; and

WHEREAS, affordable and effective ways to reduce the negative environmental impacts of polystyrene products through the use of reusable, recyclable, biodegradable and/or compostable materials are available for most retail applications; and

WHEREAS, over 100 municipalities throughout the United States, Canada, Europe, and Asia have banned polystyrene food service ware, including Amherst, Brookline, Great Barrington, Somerville, and South Hadley in Massachusetts, as well as: Los Angeles, CA; Chicago, IL; Miami Beach, FL; Albany, NY; New York, NY; Portland, OR; and Seattle, WA.

NOW THEREFORE, the Town of Andover hereby enacts this bylaw to prohibit the use and distribution of foam and rigid polystyrene in food service ware and packaging material and require the use and distribution of biodegradable, compostable, reusable, or recyclable products or materials in their place.

§ 2. DEFINITIONS

The following words and phrases shall, unless context clearly indicates otherwise, have the following meanings:

ASTM STANDARD

Refers to materials meeting the standards of the American Society for Testing and Materials (ASTM) International Standards D6400 or D6868 for biodegradable and compostable plastics, as those standards may be amended D6400 is the specification for plastics designed for compostability in municipal or industrial aerobic composting facilities. D6868 is the specification for aerobic compostability of plastics used as coatings on a compostable substrate.

BIODEGRADABLE

Materials that will completely degrade and return to nature, i.e., decompose into elements found in nature within a reasonably short period of time after customary disposal.

COMPOSTABLE

Materials that will completely degrade into, or otherwise become part of, usable compost (e.g. soil-conditioning material, mulch) in a safe and timely manner. Compostable disposable food service ware must meet ASTM-Standards for compostability and any bio-plastic or plastic-like product must be clearly labeled, preferably with a color symbol, such that any customer or processor can easily distinguish the ASTM Standard compostable plastic from non-ASTM Specification compostable plastic.

DISPOSABLE FOOD SERVICE WARE

All containers, bowls, plates, trays, cartons, cups, lids, straws, forks, spoons, knives, and other items designed for one-time or non-durable uses on or in which any food vendor directly places or packages prepared foods or which are used to consume foods. This includes, but is not limited to, service ware for takeout foods and/or leftovers from partially consumed meals prepared at food establishments.

FOOD ESTABLISHMENT

An operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000, et. seq., shall be considered a "Food Establishment" for purposes of this ordinance.

POLYSTYRENE

The term means and includes blown polystyrene and expanded and extruded foams (sometimes called "Styrofoam," a Dow Chemical Co. trademarked form of EPS insulation) also referred to as expanded polystyrene (EPS), which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to, fusion of polymer spheres (expandable bead polystyrene), injection molding, form molding, and extrusion-blow molding (extruded foam polystyrene); and in this chapter is referenced as "Foam Polystyrene." Foam Polystyrene is generally used to make cups, bowls, plates, trays, clamshell containers, meat trays and egg cartons.

The term also means and includes clear or solid polystyrene which is also known as "oriented," which is produced by stretching extruded PS film, improving visibility through the material by reducing haziness and increasing stiffness. This is often used in packaging where the manufacturer would like the consumer to see the enclosed product. This is referenced in this chapter as "Rigid Polystyrene." "Rigid Polystyrene" is generally used to make clear clamshell containers, and clear or colored straws, lids and utensils.

PREPARED FOOD

Food or beverages, which are served, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed or otherwise prepared on the food establishment's premises within the Town of Andover. Prepared food may be eaten either on or off the premises, also known as "takeout food."

RECYCLABLE

Material that can be sorted, cleansed, and reconstituted using Andover's available recycling collection programs for the purpose of using the altered form in the manufacture of a new product. "Recycling" does not include burning, incinerating, converting, or otherwise thermally destroying solid waste.

RETAIL ESTABLISHMENT

Any commercial facility that sells goods directly to the consumer including but not limited to grocery stores, pharmacies, liquor stores, convenience stores, restaurants, retail stores and vendors selling clothing, food, and personal items, and dry cleaning services.

REUSABLE

Materials that will be used more than once in its same form by a food establishment. Reusable food service ware includes: tableware, flatware, food or beverage containers, packages or trays, such as, but not limited to, soft drink bottles and milk containers that are designed to be returned to the distributor and customer that is provided take-out containers. Reusable also includes durable containers, packages, or trays used on-premises or returnable containers brought back to the food establishment.

§ 3. PROHIBITED USE AND DISTRIBUTION OF DISPOSABLE FOOD SERVICE WARE

(a) Food establishments are prohibited from providing prepared food to customers in Foam Polystyrene or Rigid Polystyrene food service ware.

(b) All food establishments using any disposable food service ware will use biodegradable, compostable, reusable or recyclable food service ware. All food establishments are strongly encouraged to use reusable food service ware in place of using disposable food service ware for all food served on-premises.

§ 4. EXEMPTIONS

(a) Any person may seek an exemption from the requirements of this chapter by filing a request in writing with the Board of Health. The Board of Health may waive any specific requirement of this chapter for a period of not more than 6 months if the person seeking the exemption has demonstrated that strict application of the specific requirement would cause undue hardship. For purposes of this chapter, an "undue hardship" is a situation unique to the food establishment where there are no reasonable alternatives to the use of expanded polystyrene disposable food service containers and compliance with this provision would cause significant economic hardship to that food establishment. The Board of Health's decision to grant or deny an exemption shall be in writing and shall be final.

(b) Coolers and ice chests that are intended for reuse are exempt from the provisions of this chapter.

§ 5. ENFORCEMENT: VIOLATIONS AND PENALTIES

(d) The Board of Health shall have the authority to enforce this chapter by:

- (1) inspection and investigation;
- (2) the issuance of violation notices and administrative orders; and/or

(3) civil court actions

(e) Whoever, himself or by his servant or agent or as the servant or agent of any other person or firm or corporation, violates any of the provisions of these regulations may be penalized by a non-criminal disposition process as provided in MGL c. 40, §21D. Each day of violation, after written notice, is a separate violation.

(f) The following penalties shall apply:

(5) First offense: Warning

(6) Second offense: \$50

(7) Third offense: \$100 and appearance in front of Board of Health

(8) Fourth and subsequent offenses: \$200

§ 6. SEVERABILITY: EFFECTIVE DATE

(a) Each section of this chapter shall be construed as separate to the end that if any section, sentence, clause or phrase thereof shall be held invalid for any reason, the remainder of that chapter and all other chapters shall continue in full force.

(b) This chapter shall take effect on 1/1/19 following Attorney General approval.

Non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of Bylaws, or take any other action related thereto.

On request of David Bunting and others

Main Motion: It was moved and seconded to approve Article 56 as printed in the Warrant.

First Motion to Amend: It was moved and seconded to amend the Main Motion in Section 2, for the definition of Recyclable, add “residential curbside” in between “available” and “recycling” so that the first sentence reads:

“Material that can be sorted, cleansed, and reconstituted using Andover’s available residential curbside recycling collection programs for the purpose of using the altered form in the manufacture of a new product.”

A simple majority vote required for passage, the Moderator declared the Motion to Amend Failed.

Second Motion to Amend: It was moved and seconded to delete the first sentence from the paragraph under the title “Recyclable” and to delete the period at the end of the first paragraph under the title “Reduction of Polystyrene” and add the following: “and to allow use of all No. 5 polypropylene containers, packaging, cutlery and straws.”

A simple majority vote required for passage, the Moderator declared the Motion to Amend Failed.

VOTE: A simple majority vote required for passage, the Moderator declared the Main Motion Passed.

Finance Committee Report:	No Position
Board of Selectmen Report:	Approval
Planning Board Report:	No Position
Board of Health Report:	Approval
Conservation Commission Report:	Approval
Andover Green Advisory Board Report:	Approval

ARTICLE 57	CHANGE FROM APPOINTED PLANNING BOARD TO ELECTED PLANNING BOARD
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To see if the Town will vote to amend the Town Charter by adding "(f) a planning board" to §2 and striking "a planning board" from §3(d); and

To authorize the Town Manager and Board of Selectmen to petition the General Court for special legislation to accomplish the foregoing or take any other action related thereto; and

To amend Article III of the Town Bylaws by adding "(8) Planning Board." to §2(a), striking §2(b)(2)e., striking "appointed by the Town Manager subject to the approval of the Board of Selectmen," in §3(b)(1) and replacing with "elected", striking "One term shall expire each year to be filled by appointment in the manner described above" in §3(b)(1) and replacing with "At the first annual town election following establishment of an elected Planning Board, upon legislative approval of said change to the Town Charter, all six Planning Board members shall be elected and shall serve as follows. The first two, in the order of votes received, of members so elected shall serve three years. The next two in such order of votes received shall serve two years. The next highest in votes received shall serve as a full member for a term of one year. The next highest in votes received shall serve as an associate member for a term of one year. Subsequent to this first annual town election, two members shall expire each year, and their successors shall be elected for terms of three years.

On request of Robert Ciampa and others

Main Motion: It was moved and duly seconded to approve Article 57 as printed in the Warrant.

Motion to Amend: It was moved and duly seconded to amend the third paragraph of the Article to read as follows:

To amend Article III of the Town Bylaws by adding "(8) Planning Board." to §2(a), striking §2(b)(2)e., striking "appointed by the Town Manager subject to the approval of the Board of Selectmen," in §3(b)(1) and replacing with "elected", striking "One term shall expire each year to be filled by appointment in the manner described above" in §3(b)(1) and replacing with "At the first annual town election following establishment of an elected Planning Board, upon legislative approval of said change to the Town Charter, two Planning Board members shall be elected for terms of three years, and four Planning Board members shall remain. Subsequent to this first annual town election, two appointed Planning Board members shall expire each year, and their successors shall be elected for

terms of three years. The order in which the six appointed Planning Board members are replaced with elected Planning Board members, constituting two per year starting with the first town election cycle is as follows: those with the earliest term expiration date would be replaced first. In the event that too many appointed Planning Board members have the same term expiration date, the Town Manager shall make recommendations with approval from the Board of Selectmen as to the order in which appointed Planning Board members are replaced. In the event that an open seat needs to be filled because of an unexpected vacancy, the Town Manager shall make recommendations with approval from the Board of Selectmen; the term of said seat shall conform to the standard term to which it represents.”

A simple majority vote required for passage, the Moderator declared the Motion to Amend Passed.

VOTE: A simple majority vote required for passage, the Moderator declared the Main Motion, as amended, Failed.

Board of Selectmen Report: Disapproval
Planning Board Report: Disapproval

ARTICLE 58	REDUCE PLANNING BOARD MEMBERS FROM FIVE YEARS TO THREE YEARS
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To see if the Town will vote to amend Article III, §3(b)(1) of the Town Bylaws by striking the phrase "terms of five years" and replacing it with "terms of three years"; and to apply the foregoing amendment to

- (a) new Planning Board candidates; and
- (b) incumbent Planning Board candidates at the expiration of their terms.

On request of Brad Weeden and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 58 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 59	BLASTING NOTIFICATION
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To see if the town will amend Article XII of the Town ByLaws as follows to provide appropriate Public Notification, Public Informational Meetings and Communication for residents and other nearby property owners to significant blasting projects within the town.

Add §49 – Blasting Notification

All blasting within the Corporate Limits of the Town of Andover shall comply with the requirements of 527 CMR 1.00: Massachusetts Comprehensive Fire Safety Code, Chapter 65, Explosives, and Applicable Sections of Massachusetts General Laws, Chapter 148 and the following:

- (1) Scope: This bylaw is applicable to any blasting operations occurring at a significant blasting project as defined in this bylaw.
- (2) Definitions: As applicable to this bylaw.
 - a. Blasting Operation: As defined in 527 CMR 1.65.9.1.2.2
 - b. Significant Blasting Project: Any project where a blasting operation is to occur that meets any of the following:
 - (i) Requires an Earth Movement Special Permit under Article VIII, § 6.3 of the Town ByLaws.
 - (ii) Is a Major Non-Residential Project as defined in Article VIII, § 10.1 of the Town ByLaws.
 - (iii) Any other project which may require a Site Plan Review Certificate as defined under Article VIII, § 9.5.2 of the Town ByLaws.
- (3) Public Notification:
 - a. All abutters within 0.25 miles of the Project Site where the blasting operation will occur shall be notified via mail by the Project Applicant of the proposed blasting project and the location, date and time of the Public Informational Meeting at least 7 days prior to the meeting.
 - (i) Nothing in this bylaw prohibits the Project Applicant, at their own discretion, from notifying abutters at a greater distance than stated above.
 - (ii) The Project Applicant shall utilize a certified abutters list as provided by the Andover Assessor's Office.
 - b. The Town of Andover shall also utilize its website, relevant FaceBook page(s), and email notification system to advertise the Public Informational Meeting to residents.
- (4) Public Informational Meeting: Prior to the issuance of any permit to blast to the Project Applicant by the Fire Department, a Public Informational Meeting shall be held at which the blaster or his designee shall appear with the head of the Fire Department or his designee to answer questions, provide information, and address concerns raised by the public. At a minimum the following information and topics shall be discussed:
 - a. Links to "Facts About Blasting for Massachusetts Property Owners" from the Department of Fire Services (DFS).
 - b. Links to the DFS "FP-296 Blasting Regulatory Review Form" for blasting damage complaints.
 - c. Review of the adjacent items and overall factors considered by the Blaster in regards to abutters when conducting its Blast Analysis as required by 527 CMR 1.65.9.8.
 - d. Review of the requirements and scope of the Pre-Blast Inspection Surveys under 527 CMR 1.65.9.15.
 - e. Homeowners insurance considerations pre- and post- blasting.
 - f. Role of the Fire Department during the blasting operations.
 - g. How to sign up to be notified of Blast(s).

Non-substantive changes to the numbering of this bylaw be permitted in order that it be

in compliance with the numbering format of the Andover Code of Bylaws, or take any other action related thereto.

On request of Keith Saxon and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 59 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 60	IMPROVED FINANCIAL TRANSPARENCY IN ANNUAL REPORT
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To see if the Town will vote to amend the General Bylaw by amending Article II, §4. Annual Town Report as follows:

Insert into the first sentence following “...preceding fiscal year” the words “and through the second quarter (Q2) of the current fiscal year,” and before “which report...”

On request of Keith Saxon and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 60 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 61	AMEND ANDOVER ZONING BYLAW ARTICLE VIII, SECTION 8.7.6.1
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To see if the Town will vote to amend the Zoning Bylaw, Article VIII, Section 8.7.6.1 by striking from the last sentence thereof the words “with an upper limit of forty (40) units per acre” and substituting the words “with an upper limit of thirty (30) units per acre.”

On request of Daniel H. Kowalski and others

It was moved and duly seconded to approve Article 61 as printed in the Warrant.

A vote was taken. A 2/3 vote required for passage, the Moderator declared the Motion Failed. Following the vote the meeting was advised that there was an error in the Finance Committee Report. The text of Article 62 appeared in the Finance Committee Report under Article 61 and the text of Article 61 appeared in the Finance Committee report under Article 62. The Moderator then conducted a revote of the original motion.

VOTE: A 2/3 vote required for passage, the Moderator declared the Motion Failed to receive a 2/3 vote.

Board of Selectmen Report: Disapproval

ARTICLE 62	AMEND ANDOVER ZONING BYLAW ARTICLE VIII, SECTION 8.7.6.1
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To see if the Town will vote to amend the Zoning Bylaw, Article VIII, Section 8.7.6.1 by striking from the last sentence thereof the words “with an upper limit of forty (40) units per acre” and substituting the words “with an upper limit of twenty (20) units per acre.”

On request of Daniel H. Kowalski and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 62 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 63	NOISE CONTROL
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To see if the Town will Amend Article XII of the Town By-Laws to prevent excessive Noise which may jeopardize the health and welfare or safety of its citizens or degrade the quality of life. Excessive Noise is a serious hazard to the public health and welfare, safety, and the quality of life; and whereas a substantial body of science and technology exists by which excessive Noise may be substantially abated; and whereas the people have a right to and should be ensured an environment free from excessive Noise that may jeopardize their health or welfare or safety or degrade the quality of life.

Proposal: For the Town of Andover to prevent excessive Noise which may jeopardize the health and welfare or safety of its citizens or degrade the quality of life.

(b) Scope.

This By-law shall apply to the control of all sound originating within the limits of the Town of Andover.

Provisions in this By-law shall not apply to the emission of sound for the purpose of alerting persons to the existence of an emergency or to the emission of sound in the performance of emergency work or in training exercises related to emergency activities, and in the performance of public safety activities.

Emergency generators used for power outages or testing are exempt from this By-law. However, generator testing must be done during daylight hours.

Noncommercial public speaking and public assembly activities as guaranteed by state and federal constitutions shall be exempt from the operation of this By-law.

DEFINITIONS

(a) Ambient or Background Noise Level: Is the term used to describe the Noise measured in the absence of the Noise under investigation. It shall be calculated using the average lowest sound pressure level measured over a period of not less than five minutes using a sound pressure level meter set for slow response on the “A” weighting filter in a specific area of the town under investigation.

(b) Construction and Demolition: Any site preparation, assembly erection, substantial repair, alteration, destruction or similar action for public or private rights-of-way, structures, utilities, or similar property.

(c) Day: 7:01 AM – 7:00 PM and Night: 7:00 PM – 7:00 AM

(d) Electronic Devices: Any radio, tape recorder, television, computer, stereo, public address system, loud speaker, amplified musical instrument including a hand held device, and any other electronic noise producing equipment.

Exemption: two-way communication radios used for emergency, safety and public works requirements.

(e) Emergencies: Any occurrence or set of circumstances necessary to restore, preserve, protect or save lives or property from imminent danger of loss or harm.

(f) Decibels (dB): The decibel is used to measure sound pressure level. The dB is a logarithmic unit used to describe a ratio of sound pressure, loudness, power, voltage and several other things.

(g) Decibels “A” weighted scale (dBA): The most widely used sound level filter is the “A” weighted scale. This filter simulates the average human hearing profile. Using the “A” weighted scale, the meter is less sensitive to very low and high frequencies.

(h) Decibels “C” weighted scale (dBC): The “C” filter uses little filtering and has nearly a flat frequency response (equal magnitude of frequencies) throughout the audio range.

(i) Fixed Plant Equipment: Any equipment such as generators, air conditioners, compressors, engines, pumps, refrigeration units, fans, boilers, heat pumps and similar equipment.

(j) Frequency response: Is the measure of any system’s response at the output to a signal of varying frequency but constant amplitude at its input. The theoretical frequency range for humans is 20 - 20,000 cycles/second (Hz).

(k) Hertz (Hz): Cycles per Second (cps).

(l) Loudness: A rise of 10dB in sound pressure level corresponds approximately to doubling of subjective loudness. That is, a sound of 65dB is twice as loud as a sound of 55dB.

(m) Leaf blowers: Any portable machine used to blow leaves, dirt and other debris off lawns, sidewalks, driveways, and other horizontal surfaces.

(n) Noise: Sound which a listener does not wish to hear and is under investigation that may exceed the Noise requirements located in this Noise By-law.

(o) Noise Injury: Any sound that:

1. (1) endangers the safety of, or could cause injury to the health of humans; or
2. (2) endangers or injures personal or real property.

(p) Noise Level: The Sound Pressure Level measurements shall be made with a Type I or II sound level meter as specified under American National Standard Institute (ANSI) standards.

(q) Noise Pollution: If a Noise source increases Noise levels 10 dBA or more above the Background Noise Level, it shall be judged that a condition of Noise Pollution exists. However, if the Noise source is judged by ear to have a tonal sound, an increase of 5 dBA above Background Noise Level is sufficient to cause Noise Pollution.

(r) Person: Any individual, entity, company, occupant, real property owner, or agent in control of real property.

(t) Sound: A fluctuation of air pressure which is propagated as a wave through air.

(u) Sound Level Meter: An instrument meeting Type I or Type II American National Standard Institute (ANSI) standards, consisting of a microphone, amplifier, filters, and indicating device, and designed to measure sound pressure levels accurately according to acceptable engineering practices.

(v) Sound Pressure Level: The level of Noise, normally expressed in decibels, as measured by a sound level meter.

(w) Tonal Sound: Any sound that is judged by a listener to have the characteristics of a pure tone, whine, hum or buzz.

MOTOR VEHICLE DEFINITIONS

(a) Gross Vehicle Weight Rating (GVWR): The value specified by the manufacturer as the recommended maximum loaded weight of a single motor vehicle. In cases where trailers and tractors are separable, the gross combination weight rating, (GCWR), which is the value specified by the manufacturer as the recommended maximum loaded weight of the combination vehicle, shall be used.

(b) Motorcycle: Any unenclosed motor vehicle having two or three wheels in contact with the ground, including, but not limited to, motor scooters and minibikes.

(c) Motor Vehicle: Any vehicle which is propelled or drawn on land by a motor, such as, but not limited to, passenger cars, trucks, truck-trailers, semi-trailers, campers, go-carts, snowmobiles, dune buggies, or racing vehicles, but not including motorcycles.

SOUND LEVEL EXAMPLES

The following are examples of approximate decibel readings of every day sounds:

0dBA	The faintest sound we can hear
30dBA	A typical library
45dBA	Typical office space
55dBA	Background Noise of a typical urban environment at night
65dBA	Background Noise of a typical urban environment during the day
70dBA	The sound of a car passing on the street
72dBA	The sound of two people speaking 4' apart
80dBA	Loud music played at home
90dBA	The sound of a truck passing on the street
100dBA	The sound of a rock band
115dBA	Limit of sound permitted in industry by OSHA
120dBA	Deafening
130dBA	Threshold of pain
140dBA	Rifle being fired at 3'
150dBA	Jet engine at a distance of 100'
194dBA	Theoretical limit for a sound wave at one atmosphere environmental pressure

DUTIES AND RESPONSIBILITIES OF TOWN DEPARTMENTS

(a) Departmental Actions
All town departments and agencies shall, to the fullest extent consistent with other laws, carry out their programs in such a manner as to further the policy of this By-law.

(b) Departmental Compliance with Other Laws
All town departments and agencies shall comply with federal and state laws and regulations and the provisions and intent of this By-law respecting the control and abatement of Noise to the same extent that any person is subject to such laws and regulations.

(c) Prior to purchasing new equipment, Municipal Services must consider equipment with the lowest Decibel rating for the performance standard required.

(d) Any proposed new or proposed upgrade for a municipal facility must incorporate appropriate and feasible Noise abatement measures during the design review process.

PROHIBITIONS AND MEASUREMENT OF NOISE EMISSIONS

1. (a) Use Restrictions

1. The following devices shall not be operated except between the hours of 7(seven) A.M. to 7(seven) P.M. Monday through Friday, and from 8 (eight) A.M. to 7(seven) P.M. on Saturdays, Sundays and holidays:

All electric motor and internal combustion engine devices employed in yard and garden maintenance and repair.

Turf maintenance equipment employed in the maintenance of golf courses, snow blowers and snow removal equipment are exempt from this section.

2. The following devices shall not be operated except between the hours of 7(seven) A.M. to 7(seven) P.M. Monday through Friday, and from 8:30(eight-thirty) A.M. to 6(six) P.M. on Saturdays, Sundays and holidays:

All devices employed in construction or demolition, subject to the maximum Noise Levels.

2. (b) Vehicular Sources: Maximum Noise Levels Measurements shall be made at a distance of 50 (fifty) feet from the closest point of pass-by of a Noise source or 50(fifty) feet from a stationary vehicle.

MAXIMUM NOISE LEVEL dBA

<u>Vehicle Class</u>	<u>Stationary Run-up or Speed Limit 35 mph Or less</u>	<u>Speed Limit 35-45 mph</u>
All vehicles 10,000+ lbs. GVWR or GCWR	83	87
All motorcycles	79	79
Automobiles/light trucks	75	75
Generator	80	Home tractor Snow blower 80
		Lawn mover Trimmer 75
Electric drills Power tools Sanders, saws, etc.	75	Leafblowers 67

(c) Construction and Maintenance Equipment: Maximum Noise Levels
Noise measurements shall be made at a distance of 50 (fifty) feet from the source. The following Noise Levels shall not be exceeded.

<u>Construction Item</u>	<u>Maximum Noise Level dBA</u>	<u>Maintenance Item</u>	<u>Maximum Noise Level dBA</u>
Backhoe, bulldozer Concrete mixer Dumptruck, loader Roller, scraper Pneumatic tools, paver	90	Wood chipper running concrete mixer, leaf vacuum	90

Air compressor 85

Chainsaw 85
Solid waste
Compactor
Tractor (full-size)

(d) Fixed Plant Equipment

Any person shall operate such equipment in a manner not to exceed 10 dBA over the Background Noise and not greater than 5 dBA of Tonal sound over the Background Noise. However, if the fixed equipment is operated during night time hours, the night time Sound Pressure Level of the Fixed Plant Equipment must not exceed the average daytime Background Noise to compensate for night time operations, which is assumed to be 10dBA below daytime Background Noise.

Noise measurements shall be made at the boundary of the property in which the offending source is located, or at the boundary line of the complainant if the complainant is not a direct abutter.

(e) Electronic Devices and Musical Instruments

No person owning, leasing or controlling the operation of any electronic device shall willfully or negligently permit the establishment or condition of Noise Injury or Noise Pollution.

In public spaces, the existence of Noise Injury or Noise Pollution is to be judged to occur at any location a passerby might reasonably occupy. When the offending Noise source is located on private property, Noise Injury or Noise Pollution judgments shall be made at the property line within which the offending source is located.

Any and all Decibel Levels of sound caused by playing non-electrified musical instruments between 9 A.M. and 9 P.M. shall be exempt with exception of drums.

(f) Animals

No person owning, keeping or controlling any animal shall willfully, negligently or through failure to provide necessary equipment or facilities or to take necessary precautions, permit the existence of Noise Pollution or Noise Injury.

(g) Additional Noise Sources

No person shall emit noise so as to cause a condition of Noise Pollution or Noise Injury. (i)
Alternative Measurement Procedures

If it is not possible to make a good Sound Pressure Level measurement at the distance as defined for specific equipment, measurement may be made at an alternate distance and the level at the specified distance subsequently calculated. Calculations shall be made in accordance with established engineering procedures.

(h) Noise Level Exclusions

Any equipment that is used to satisfy local, state, federal health, welfare, environmental or safety codes shall be exempt from limitations for hours of operation, except to the extent otherwise determined by the Board of Selectmen. The following equipment shall also be exempt if necessary for emergency work performed by Municipal Services:

jack hammers
pavement breakers
pile drivers
rock drills

or such other equipment as Municipal Services deems necessary, providing that effective Noise barriers are used to shield nearby areas from excessive Noise.

(i) Motor Vehicle Alarms

The sounding of any horn or signaling device as a part of a burglar, fire or alarm system (alarm) for any motor vehicle, unless such alarm is automatically terminated within ten minutes of activation and is not sounded again at all within the next sixty minutes, is prohibited.

(j) Tonal Sound Corrections

When a Tonal Sound is emitted by a Noise source, the limit on maximum Noise levels shall be 5 dB lower than specified.

PERMITS FOR EXEMPTIONS FROM THIS BY-LAW

(a) The Board of Selectmen may give a special permit

1. (i) for any activity otherwise forbidden by the provisions of this By-law,
2. (ii) for an extension of time to comply with the provisions of this By-law and any abatement orders issued pursuant to it, and
3. (iii) when it can be demonstrated that bringing a source of Noise into compliance with the provisions of this By-law would create an undue hardship on a person or the community. A person seeking such a permit should make a written application to the Board of Selectmen. The Town will make all reasonable efforts to notify all direct abutters prior to the date of the Selectmen's meeting at which the issuance of a permit will be heard.

The Board of Selectmen may issue guidelines defining the procedures to be followed in applying for a special permit. The following criteria and conditions shall be considered:

- (1) the cost of compliance will not cause the applicant excessive financial hardship;
- (2) additional Noise will not have an excessive impact on neighboring citizens.
- (3) the permit may require portable acoustic barriers during Night.
- (4) the guidelines shall include reasonable deadlines for compliance or extension of non-compliance.

(5) the number of days a person seeking a special permit shall have to make written application after receiving notification from the Town that (s)he is in violation of the provisions of this By-law.

(b) If the Board of Selectmen finds that sufficient controversy exists regarding the application, a public hearing may be held. A person who claims that any special permit granted under (a) would have adverse effects may file a statement with the Board of Selectmen to support this claim.

HEARINGS ON APPLICATION FOR PERMITS FOR EXEMPTIONS

Resolution of controversy shall be based upon the information supplied by both sides in support of their individual claims and shall be in accordance with the procedures defined in the appropriate guidelines issued by the Board of Selectmen.

PENALTIES

(a) Any person who violates any provision of this By-law shall be subject to a fine according to the following schedule:

- (1) \$50.00 for first offense;
- (2) \$100.00 for the second offense;
- (3) \$200.00 for the third offense;
- (4) \$200.00 for successive violations;
- plus (5) court costs for any enforcement action.

Each day of a continuing violation shall be considered a separate violation. Fines that remain unpaid after 30 days shall accrue interest at the statutory rate of interest.

(b) If a person in violation of the Noise Control By-law at a real property is an occupant but not the record owner of the real property, the Police, and or Board of Health may notify the owner of record of the real property of the violation. If a fine is issued in connection with excessive Noise at real property to someone other than the record owner of the property then the record owner of that property shall be notified. If there are any successive violations at least 14 days after the notification of the record owner but within a one-year period, then the record owner of the property shall also be subject to the fine schedule

ENFORCEMENT

Board of Health, Building Inspector, and Police shall have enforcement authority for the By-law.

On request of Monica Morell and others

Upon motion made and duly seconded it was VOTED to Withdraw Article 63 from the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Passed by a majority vote.

ARTICLE 64	DATE OF TOWN ELECTIONS – HOME RULE LEGISLATION
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To see if the Town will vote to have the Town expeditiously submit a Home Rule Petition to the Massachusetts Legislature to have the Legislature grant to the Town of Andover permission to change the date that the Town of Andover holds its local elections to be on the Tuesday next after the first Monday in November, which will enable Town of Andover local elections to be held on the same statutory date that state and federal elections are held, provided that the Legislature may reasonable vary the form and substance of the requested legislation within the scope of the general public objectives of this petition.

On request of Bob Pokress and others

It was moved and duly seconded to approve Article 64 as printed in the Warrant.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion Failed.

Board of Selectmen Report: Disapproval

ARTICLE 65	ALLOW PLANNED DEVELOPMENTS IN ID2 ZONING DISTRICT
-------------------	----------------------------------------------------------

To see if the Town will amend the Zoning Bylaw by making the following changes necessary to permit mixed use planned developments of a combination of business uses and age restricted residential uses by Special Permit and Town Meeting Approval in the Industrial 2 Zoning District (ID2).

Amend Section 7.2 by replacing all instances of:

“Mixed Use District” with the following:
“Mixed Use District and Industrial 2 District”

Amend Section 7.2.3 by adding the following at the end:

Exceptions and Special Requirements:

6. *Waivers*. The Planning Board may waive the dimensional requirements set forth in Section 7.2.3 for planned developments proposed in the Industrial 2 District in the interests of design flexibility and overall project quality if it finds that the project is consistent with the overall purpose and objectives of Section 7.2, or if it finds that such waiver will allow the project to achieve a high quality design incorporating a desired mix of open space, affordability, a mix of uses, and/or physical character.

Amend Section 7.2.7 Procedure by adding the following paragraph at the beginning:

In the Industrial 2 District, any proposal for a PD-MD or PD-MU must first be presented and approved by Town Meeting by simple majority vote. The proposal shall be in the form of a conceptual master plan containing the following:

- a. Project description, including proposed uses, size, location, zoning;
- b. Conceptual plans, including overall context plan and building elevations;
- c. Transportation improvements and mitigation measures;
- d. Utility improvements and mitigation measures;
- e. Traffic analysis;
- f. Fiscal Impact Analysis; and
- g. Impact thresholds which, if exceeded, would require the applicant to re-submit to Town Meeting for review and approval.

If the conceptual master plan is approved by Town Meeting, the applicant may proceed with an application for a special permit from the Planning Board. Minor changes to the design of the PD-MD or PD-MU as part of the Planning Board review process shall not require re-approval by Town Meeting. For purposes of this Section 7.2.7, minor changes shall mean any proposed change that does not exceed the impact thresholds set forth in the conceptual master plan.

Amend Section 7.2.8 Special Permit by adding the following at the end:

7. For planned developments in the Industrial 2 District, deed restriction, association bylaws or other suitable regulation shall be implemented to restrict occupancy of all dwelling units to have at least one resident 55 years of age or older, and no resident under the age of 18.

Amend Appendix A, Table 1 Section 3.1.3 – Table of Use Regulations, Key to symbols used in Table 1, by adding the following:

TM – Town Meeting

Amend Appendix A, Table 1 Section 3.1.3 – Table of Use Regulations, use category A.4.c., by replacing the “N” in the ID2 column with “TM/PB^(a)”, as follows:

Use	ID2
A.4.c. Planned development, multifamily or mixed use (See section 7.2)	TM/PB ^(a)

Amend the following use categories in Appendix A, Table 1 Section 3.1.3 – Table of Use Regulations, by adding footnote “(b)” following the symbol in the ID2 column as follows:

Use	ID2
A.4.b. Multiple-dwelling (Apartment Building) (See Section 7.6.3)	N ^(b)
C.5. Banking establishment	BA ^(b)
C.16. Motel or hotel (See Section 4.1.5.1)	BA ^(b)
E.5. Public transportation station or terminal excluding airports	BA ^(b)

F.8. Temporary and seasonal placement of tables and chairs	N ^(b)
-------------------------------------------------------------------	------------------

Amend Appendix A, Table 1 Section 3.1.3 – Table of Use Regulations by adding the following immediately following the Table of Regulations:

- (a) All dwellings for planned developments in the Industrial 2 District shall be age restricted to require at least one resident to have attained the age of 55 and no resident shall be under the age of 18.

Allowed by right in planned development, multifamily or mixed use in ID2 zoning district.

On request of Paul Russo and others

Upon motion made and duly seconded on the first night of the meeting it was VOTED to take No Action on Article 65.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion PASSED by a Majority vote.

ARTICLE 66	DASCOMB ROAD PROJECT – PLANNED DEVELOPMENT MASTER PLAN
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To see if the Town will approve the conceptual master plan for a Planned Development-Mixed Use in the Industrial 2 District at 146 Dascomb Road, in accordance with Section 7.2.7 of the Zoning Bylaw. A copy of the Planned Unit Development Mater Plan is on file at the Office of the Town Clerk.

And further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Andover Code of Bylaws, or take any other action relation thereto.

On request of Paul Russo and others

Upon motion made and duly seconded on the first night of the meeting it was VOTED to take No Action on Article 66.

VOTE: A simple majority vote required for passage, the Moderator declared the Motion PASSED by a Majority vote.

On motion of Town Counsel, Thomas J. Urbelis, made and duly seconded it was voted by a Majority vote to dissolve the Annual Town Meeting at 9:31 P.M.

A true record
A T T E S T

Lawrence J. Murphy

Town Clerk

TOWN OF ANDOVER, MASSACHUSETTS								
Combined Balance Sheet - All Fund Types and Account Groups								
as of June 30, 2018								
(Unaudited)								
	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
ASSETS								
Cash and cash equivalents	21,765,543	6,563,255	24,872,591	8,448,776	5,753,394	21,057,564		88,461,123
Receivables:								
Personal property taxes	186,307							186,307
Real estate taxes	1,960,791							1,960,791
Deferred taxes	294,535			22,725				317,260
Allowance for abatements and exemptions	(2,151,085)							(2,151,085)
Special assessments	3,836			4,695,033				4,698,869
Tax liens	2,013,537			68,108				2,081,645
Tax foreclosures	259,092							259,092
Motor vehicle excise	654,228							654,228
Utility Charges				2,050,380				2,050,380
Other receivables	679,720			621,267		239,957		1,540,944
Due from other governments		571,537						571,537
Amounts to be provided - payment of bonds							103,254,424	103,254,424
Total Assets	25,666,504	7,134,792	24,872,591	15,906,288	5,753,394	21,297,521	103,254,424	203,885,515
LIABILITIES AND FUND EQUITY								
Liabilities:								
Deferred revenue								
Real and personal property taxes	(3,987)							(3,987)
Deferred taxes	294,535			22,725				317,260
Special assessments	3,836			4,695,032				4,698,869
Tax liens	2,013,537							2,013,537
Tax foreclosures	259,092							259,092
Motor vehicle excise	654,228							654,228
Utility Charges				2,118,488				2,118,488
Other receivables	558,569			621,267		219,737		1,399,572
Warrants payable	905,248	200,091	421,461	206,785	155,208	5,536		1,894,329
Accrued payroll and withholdings	5,743,109	137,963						5,881,072
Other liabilities	1,875,682			10,117		755,297		2,641,097
IBNR					1,884,254			1,884,254
Bonds payable							103,254,424	103,254,424
Notes payable			8,000,000					8,000,000
Total Liabilities	12,303,849	338,053	8,421,461	7,674,414	2,039,462	980,570	103,254,424	135,012,234
Fund Equity:								
Reserved for encumbrances	1,326,580	708,050	10,875,729	749,697	251,918	6,000		13,917,974
Reserved for expenditures	46,000			49,304				95,304
Reserved for continuing appropriations	67,919			736,321				804,240
Reserved for debt Service	608,191							608,191
Undesignated fund balance	11,313,965	6,088,689	5,575,401		3,462,014	20,310,952		46,751,021
Unreserved retained earnings				6,696,551				6,696,551
Total Fund Equity	13,362,655	6,796,739	16,451,130	8,231,874	3,713,932	20,316,952	-	68,873,281
Total Liabilities and Fund Equity	25,666,504	7,134,792	24,872,591	15,906,288	5,753,394	21,297,521	103,254,424	203,885,515

TOWN OF ANDOVER, MASSACHUSETTS											
RECAP OF GENERAL FUND - BUDGET- FUND LEVEL											
FISCAL YEAR ENDED JUNE 30, 2018											
		RES FOR	PROPRIATE	COMP	RESERVE	OTHER	ATM SUPPL	TOTAL	EXPENDED	RES FOR	TRANS TO
		ENCUM	(ORIGINAL)	FUND	ACCOUNTS	(STM)	& OTHER	AVAILABLE		ENCUM	UNRE FD BL
GENERAL GOVERNMENT											
Personal Services		39,447	5,817,260	188,885	-	-	-	6,045,592	5,953,140	73,729	18,724
Other Expenses		78,529	2,211,604	13,500	30,000	-	-	2,333,633	2,140,149	173,557	19,927
		117,976	8,028,864	202,385	30,000	-	-	8,379,225	8,093,288	247,287	38,650
COMMUNITY SERVICES											
Personal Services		-	1,550,445	40,000	-	-	18,000	1,608,445	1,603,605	1,151	3,688
Other Expenses		15,142	547,010	-	-	-	-	562,152	503,066	11,322	47,765
		15,142	2,097,455	40,000	-	-	18,000	2,170,597	2,106,671	12,473	51,453
PLANT & FACILITIES											
Personal Services		-	2,691,409	25,405	-	-	-	2,716,814	2,618,352	-	98,462
Other Expenses		87,366	1,530,635	-	-	-	-	1,618,001	1,263,860	195,061	159,080
		87,366	4,222,044	25,405	-	-	-	4,334,815	3,882,212	195,061	257,542
PUBLIC SAFETY											
Personal Services		32,791	14,491,898	718,625	-	800,000	(18,000)	16,025,314	15,714,431	23,990	286,893
Other Expenses		156,281	1,564,390	-	-	-	-	1,720,671	1,485,093	86,495	149,083
		189,073	16,056,288	718,625	-	800,000	(18,000)	17,745,986	17,199,524	110,485	435,976
DEPARTMENT OF PUBLIC WORKS											
Personal Services		3,053	2,836,861	31,020	-	-	207,504	3,078,438	3,108,708	11,086	426,890
Other Expenses		508,439	4,761,899	-	-	-	1,192,496	6,462,834	5,203,692	419,206	371,690
		511,492	7,598,760	31,020	-	-	1,400,000	9,541,272	8,312,400	430,291	798,580
LIBRARY											
Personal Services		2,522	2,011,697	65,750	-	-	-	2,079,969	2,045,743	11,269	22,957
Other Expenses		12,998	655,825	-	-	-	-	668,823	648,454	2,821	17,548
		15,520	2,667,522	65,750	-	-	-	2,748,792	2,694,197	14,090	40,505
SCHOOL											
Personal Services		-	64,447,734	-	-	-	62,460	64,510,194	64,225,606	-	284,588
Other Expenses		420,205	14,889,437	-	-	-	(62,460)	15,247,182	15,220,717	311,053	(284,588)
		420,205	79,337,171	-	-	-	-	79,757,376	79,446,323	311,053	-
UNCLASSIFIED											
Compensation Fund		-	1,140,000	(1,083,185)	-	-	-	56,815	-	-	56,815
Reserve Fund		-	200,000	-	(30,000)	-	-	170,000	-	-	170,000
		-	1,340,000	(1,083,185)	(30,000)	-	-	226,815	-	-	226,815
FIXED EXPENSES											
Technical Schools		-	610,000	-	-	-	-	610,000	581,967	-	28,033
Debt Service		-	14,048,907	-	-	-	-	14,048,907	14,048,505	-	402
Insurance		-	901,405	-	-	-	-	901,405	898,663	2,742	-
OPEB		-	1,264,338	-	-	-	-	1,264,338	1,264,338	-	-
Health Insurance Fund		-	19,257,000	-	-	-	-	19,257,000	19,257,000	-	-
Unemployment Comp		-	160,000	-	-	-	-	160,000	160,000	-	-
Retirement		-	9,428,488	-	-	-	-	9,428,488	9,428,488	-	-
		-	45,670,138	-	-	-	-	45,670,138	45,638,961	2,742	28,435
TOTAL		1,356,773	167,018,242	-	-	800,000	1,400,000	170,575,015	167,373,575	1,323,484	1,877,956
SEWER SYSTEM											
Personal Services		48	313,280	-	-	-	-	313,328	339,738	-	(26,409)
Other Expenses		31,920	5,309,198	-	-	-	150,000	5,491,118	5,079,107	200,317	211,694
		31,969	5,622,478	-	-	-	150,000	5,804,447	5,418,845	200,317	185,285
WATER DEPARTMENT											
Personal Services		197	1,969,534	-	-	-	-	1,969,731	2,037,457	-	(67,725)
Other Expenses		369,463	6,366,777	-	-	-	595,000	7,331,240	6,827,233	393,482	110,525
		369,661	8,336,311	-	-	-	595,000	9,300,972	8,864,690	393,482	42,800
TOTAL ENTERPRISE		401,629	13,958,789	-	-	-	745,000	15,105,418	14,283,534	593,799	228,085
GRAND TOTAL											
		1,758,402	180,977,031	-	-	800,000	2,145,000	185,680,433	181,657,109	1,917,283	2,106,041

TOWN OF ANDOVER, MASSACHUSETTS									
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES									
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS									
FOR THE FISCAL YEAR ENDING JUNE 30, 2018									
		General Fund	Water Enterprise	Sewer Enterprise	Capital Projects	Special Revenue	Internal Service	Expendable Trusts	Total
Revenues									
Motor Vehicle Excise		5,830,305	-	-	-	-	-	-	5,830,305
Meals Taxes		621,317	-	-	-	-	-	-	621,317
Hotel/Motel Taxes		1,995,058	-	-	-	-	-	-	1,995,058
Penalties and Interest on Taxes and Excises		339,878	-	-	-	-	-	-	339,878
Payments in Lieu of Taxes		397,768	-	-	-	-	-	-	397,768
Fees		226,741	-	-	-	-	-	-	226,741
Charges for Services - Water		-	8,746,852	-	-	-	-	-	8,746,852
Charges for Services - Sewer		-	-	4,631,586	-	-	-	-	4,631,586
Departmental Revenue - School Medicare		336,849	-	-	-	-	-	-	336,849
Other Departmental Revenue		288,541	-	-	-	10,197,789	-	-	10,486,330
Utility Liens		-	141,006	107,602	-	-	-	-	248,608
Licenses and Permits		3,059,668	-	-	-	-	-	-	3,059,668
Special Assessments		2,434	-	897,663	-	-	-	-	900,097
Fines and Forfeits		279,102	-	-	-	-	-	-	279,102
Investment Income		387,287	55,532	37,082	2,945	117,385	17,112	734,370	1,351,711
Other									
Intergovernmental		12,222,108	-	-	-	6,907,320	-	-	19,129,428
Real/Personal Property Taxes		137,672,907	-	-	-	-	-	-	137,672,907
Tax Titles		138,466	-	-	-	-	-	-	138,466
Offset									
Recreation		579,137	-	-	-	-	-	-	579,137
Elder Services		100,875	-	-	-	-	-	-	100,875
Rentals		90,150	-	-	-	-	-	-	90,150
Off Duty Admin Fee		95,449	-	-	-	-	-	-	95,449
Cemetery Internment Fees		64,413	-	-	-	-	-	-	64,413
Ambulance Fees		1,358,958	-	-	-	-	-	-	1,358,958
Bond Premium & Debt Paydown Proceeds		-	-	-	1,670,208	-	-	-	1,670,208
Trust Fund and other		-	-	-	-	-	27,333,151	242,146	27,575,297
Total Revenues		166,087,412	8,943,389	5,673,933	1,673,153	17,222,494	27,350,262	976,516	227,927,159
Expenditures									
General Government		8,108,522	-	-	938,808	978,196	25,630,297	123,543	35,779,365
Community Services		2,116,856	-	-	177,432	1,304,349	-	-	3,598,636
Plant and Facilities		3,882,212	-	-	15,208,360	697,956	-	-	19,788,527
Public Safety		17,199,524	-	-	530,602	164,932	-	-	17,895,058
Water Enterprises		-	4,680,713	-	-	-	-	-	4,680,713
Sewer Enterprise		-	-	2,382,188	-	-	-	-	2,382,188
Public Works		8,312,400	-	-	4,241,278	1,335,955	-	-	13,889,633
Library		2,694,197	-	-	-	77,769	-	-	2,771,966
School		79,446,323	-	-	1,396,075	11,502,391	-	-	92,344,789
Technical Schools		581,967	-	-	-	-	-	-	581,967
Insurance		898,663	-	-	-	-	-	-	898,663
Health Insurance		19,257,000	-	-	-	-	-	-	19,257,000
Debt Service		14,048,505	-	-	-	-	-	-	14,048,505
Retirement		9,428,488	-	-	-	-	-	-	9,428,488
State and County Assessments		680,010	-	-	-	-	-	-	680,010
Total Expenditures		166,654,665	4,680,713	2,382,188	22,492,555	16,061,547	25,630,297	123,543	238,025,507
Other Financing Sources (Uses)									
Long Term Bond Issuance		-	-	-	15,200,000	-	-	-	15,200,000
Taxation to Capital Projects		(3,678,875)	-	-	3,678,875	-	-	-	-
Art 7, 2018 STM, Wood Hill Accessibility		(200,000)	-	-	200,000	-	-	-	-
Art 4, 2017 Transfer to OPEB Trust Fund		(1,264,338)	(322,819)	(61,564)	-	-	-	1,648,721	-
Art 4, 2017 Transfer to Unemployment Trust		(160,000)	-	-	-	-	160,000	-	-
Art 4, 2017 Cable Funds		321,838	-	-	-	(321,838)	-	-	-
Art 4, 2017 Wetland Filing Fees		25,000	-	-	-	(25,000)	-	-	-
Art 4, 2017 Parking Receipts		170,816	-	-	-	(170,816)	-	-	-
Art 19, 2018 Elderly/Disabled Transportation Program		-	-	-	-	12,000	-	(12,000)	-
Art 22, 2018 Spring Grove Cemetery Maintenance		-	-	-	6,000	-	-	(6,000)	-
Art 23, 2018 Bond Premium Transfer		100,000	-	-	-	-	-	(100,000)	-
Art 24, 2018 Water and Sewer Vehicles		-	(195,000)	-	195,000	-	-	-	-
Art 26, 2018 Water and Sewer Vehicles		-	(100,000)	-	100,000	-	-	-	-
Art 28, 2018 Minor Sanitary Sewer Collection System		-	-	(50,000)	50,000	-	-	-	-
Art 29, 2018 Sewer I&I Reduction Project		-	-	(100,000)	100,000	-	-	-	-
Art 38, 2018 Parking Study Implementation		-	-	-	75,000	(75,000)	-	-	-
Art 39, 2018 Downtown Improvements		(100,000)	-	-	100,000	-	-	-	-
Art 45, 2018 West Elem Feasibility Study		(1,200,000)	-	-	1,200,000	-	-	-	-
Art 47, 2018 Student Device Refresh		-	-	-	200,000	(200,000)	-	-	-
Water Enterprise Indirects		3,266,158	(3,266,158)	-	-	-	-	-	-
Sewer Enterprise Indirects		2,825,093	-	(2,825,093)	-	-	-	-	-
Net Other Financing Sources and Uses		105,692	(3,883,977)	(3,036,657)	21,104,875	(780,654)	160,000	1,530,721	15,200,000
Excess (Deficiency) of Revenues over (under) Expenditures and Other Financing Sources (Uses)		(461,561)	378,700	255,088	285,473	615,138	1,879,965	2,383,694	5,336,498
Fund Balance July 1, 2017		13,824,216	4,914,228	2,683,858	16,165,657	6,181,601	1,833,966	18,155,753	63,759,279
Fund Balance June 30, 2018		13,362,655	5,292,928	2,938,946	16,451,130	6,796,739	3,713,932	20,539,447	69,095,777

TOWN OF ANDOVER										
GENERAL FUND SPECIAL ARTICLES										
JUNE 30, 2018										
ORG CODE	OBJ CODE	ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	APPROPRIATION	TOTAL AVAILABLE	EXPENDED	ENCUMBRANCE	CONTINUED APPROPRIATION	
02133	571064	ANNUAL	FIREWORKS FUND	4,884	14,000	18,884	11,633	-	7,251	
02133	571083	ANNUAL	SUPPORT FOR CIVIC EVENTS	4,698	5,000	9,698	3,600	-	6,098	
				9,582	19,000	28,582	15,233	-	13,349	
02141	571065	ART 56, 2013	PROPERTY VALUATION	6,578	32,000	38,578	-	200	38,378	
				6,578	32,000	38,578	-	200	38,378	
02171	571012	ART 57, 1995	WETLAND BYLAW	0	-	0	-	-	0	
				0	-	0	-	-	0	
02541	571080	ANNUAL	ELDERLY DISABLED TRANSPORT (T)	17,122	12,000	29,122	10,185	2,745	16,192	
				17,122	12,000	29,122	10,185	2,745	16,192	
			TOTAL GENERAL FUND	33,282	63,000	96,282	25,418	2,945	67,919	

TOWN OF ANDOVER												
SPECIAL REVENUE/GRANTS ROLL FORWARD												
FISCAL YEAR ENDING JUNE 30, 2018												
FUND/TITLE	Available Balance 06/30/17	Encumbrance	Inter gov't	Interest	Depart- Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Available Balance 06/30/18
FY03 TRAFFIC ENFORCEMENT	(1,717)	-	1,500	-	-	(217)	2,039	-	2,039	-	-	(2,256)
UNDERAGE ALCOHOL	327	-	-	-	-	327	-	-	-	-	-	327
FEDERAL PUBLIC SAFETY GRANTS	(1,390)	-	1,500	-	-	110	2,039	-	2,039	-	-	(1,929)
SPED ENTITLEMENT	(0)	-	1,194,557	-	-	1,194,557	1,257,149	98,083	1,355,233	-	31,351	(192,027)
SPED ENTITLEMENT	(157,484)	15,325	356,749	-	-	214,590	161,794	52,796	214,590	-	-	0
EARLY CHILDHOOD EDUCATION	(0)	-	21,767	-	-	21,767	21,382	-	21,382	-	-	385
EARLY CHILDHOOD ALLOCATION	422	-	-	-	-	422	-	422	422	-	-	(0)
SPED IMPROVEMENT	-	-	1,500	-	-	1,500	-	1,500	1,500	-	-	-
RADAR GRANT	-	-	2,555	-	-	2,555	-	24,000	24,000	-	1,500	(22,945)
EC SPED IMPROVEMENT	(12)	331	-	-	-	319	-	319	319	-	-	-
LEP SUPPORT	381	-	4,488	-	-	4,869	480	934	1,414	-	1,052	2,403
TITLE III LEP SUPPORT 180	1,035	1,076	27,330	-	-	29,441	22,275	6,011	28,286	-	-	1,155
TITLE I READING	(25,157)	-	78,911	-	-	53,754	49,411	4,344	53,754	-	25,464	(25,464)
TITLE I	0	-	162,089	-	-	162,089	154,782	19,264	174,046	-	6,360	(18,317)
LEAP INCENTIVE 231	1,250	-	9,250	-	-	10,500	-	10,000	10,000	-	-	500
PROFESSIONAL DEVELOPMENT	-	-	43,708	-	-	43,708	17,575	70,896	88,471	-	1,700	(46,463)
PROFESSIONAL DEVELOPMENT 140	(55,369)	30,629	53,539	-	-	28,800	-	29,160	29,160	-	-	(360)
ARTS IN EDUCATION	(16,264)	15,122	599,437	-	-	598,295	231,152	367,293	598,445	-	1,084	(1,234)
TITLE IV	-	-	4,758	-	-	4,758	-	4,758	4,758	-	-	-
FEDERAL EDUCATION GRANTS	(251,197)	62,482	2,560,637	-	-	2,371,923	1,915,999	689,780	2,605,779	-	68,511	(302,367)
HEALTHY COMMUNITY	5,742	-	-	-	-	110,697	67,389	37,566	104,955	-	-	5,742
FY09 REG EMERG PREPARDNESS	(647)	-	-	-	104,955	(647)	-	-	-	-	-	(647)
BALMORAL DAM REMOVAL	(40,736)	7,886	-	-	27,326	(5,524)	-	4,398	4,398	-	3,488	(13,410)
FDA RETAIL STANDARDS	1,282	-	-	-	-	1,282	-	-	-	-	-	1,282
NAT ASSN CNT/CITY HEALTH OF	11,059	-	-	-	-	11,059	-	496	496	-	-	10,563
FEDERAL OTHER GRANTS	(23,300)	7,886	-	-	132,281	116,867	67,389	42,460	109,849	-	3,488	3,530
BULLETT VEST PARTNERSHIP	6,775	-	-	-	-	6,775	-	-	-	-	-	6,775
STUDENT AWARE OF FIRE EDUCATION	4,568	-	5,407	-	-	9,975	1,280	3,608	4,888	-	-	5,087
FY09 911 PSAP SUPPORT	(35,899)	-	66,518	-	-	30,619	79,154	-	79,154	-	-	(48,534)
DEPARTMENT TRAINING GRANT	(5,183)	675	76,787	-	-	72,279	3,903	9,937	13,840	-	-	58,439
PSAP LEADERSHIP SCHOLARSHIP	0	-	-	-	-	0	-	-	-	-	-	0
PEDESTRIAN, BIKE, TRAFFIC ENFORCENT	2,803	-	-	-	-	2,803	-	-	-	-	-	2,803
DISASTER REIMBURSEMENTS	7,874	-	-	-	5,810	13,684	6,930	-	6,930	-	-	6,754
ALTERNATIVE SENTENCING	300	-	-	-	-	300	-	-	-	-	-	300
SENIOR AWARENESS FIRE EDU	1,679	-	2,813	-	-	4,492	960	1,289	2,249	-	-	2,243
STATE PUBLIC SAFETY GRANTS	(17,083)	675	151,525	-	5,810	140,927	92,227	14,833	107,061	-	-	33,866
CHAPTER 90	(159,916)	75,134	1,300,144	-	-	1,215,363	30,333	1,219,350	1,249,683	-	268,617	(302,937)
PWED	95,755	-	-	646	-	96,401	-	-	-	-	-	96,401
WINTER RAPID RECOVERY ROAD PRG	5,521	-	-	-	-	5,521	-	-	-	-	-	5,521
SEWALK FUND PLANNING BOARD	21,392	18,025	6,252	-	-	45,669	-	41,501	41,501	-	360	3,808
STATE PUBLIC WORKS GRANTS	(37,248)	93,159	1,306,396	646	-	1,362,954	30,333	1,260,851	1,291,184	-	268,977	(197,207)
LIBRARY AID CH 78 SEC 19A	154,221	6,736	45,779	-	-	206,736	-	59,791	59,791	-	-	146,945
LIBRARY AID CH 139	30	-	-	-	-	30	-	-	-	-	-	30
STATE LIBRARY GRANTS	154,251	6,736	45,779	-	-	206,766	-	59,791	59,791	-	-	146,975

TOWN OF ANDOVER SPECIAL REVENUE/GRANTS ROLLFORWARD FISCAL YEAR ENDING JUNE 30, 2018												
FUND/TITLE	Available Balance 06/30/17	Encumbrance Inter/governm	Interest	Depart- Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OFU/OFU	Available Balance 06/30/18 (47,200)
ANDOVER HISTORIC MILL DISTRICT EARMARK	-	-	-	-	50,000	-	-	-	-	97,200	97,200	(47,200)
RECYCLE INCENTIVE	6,323	-	-	-	6,323	-	-	-	-	-	-	1,378
NEW HORIZONS FOR YOUTH	7	-	-	-	-	-	-	-	-	-	-	7
FY03 COA FORMULA GRANT	(639)	9,633	-	-	71,530	55,295	7,241	62,536	-	189	189	8,805
LAHEY CLINIC NUTRITION GRANT	5,295	62,536	-	-	5,295	-	-	-	-	-	-	5,295
GREATER RIVER VALLEY MRC	3,303	-	-	-	3,303	-	-	-	-	-	-	3,303
ENERGY EDUCATION ELDER SERVICES	1,141	-	-	-	1,141	-	-	-	-	-	-	1,141
GREEN COMMUNITIES	(54)	156,440	-	-	156,386	156,439	-	156,439	-	-	-	(53)
43D TECH ASSIST GRANT	10,128	-	-	-	10,128	-	-	-	-	-	-	10,128
INTERGENERATIONAL COLLAB	11,906	-	-	-	11,906	5,710	-	5,710	-	-	-	6,195
DISABILITIES ACCESSIBILITY	(114,800)	95,344	-	114,800	95,344	-	95,344	-	-	-	-	-
CLEAN ENERGY CHOICE	1,976	-	-	-	1,976	-	-	-	-	-	-	1,976
ARTS LOTTERY COUNCIL	7,173	-	-	5,800	12,973	-	2,475	2,475	-	640	640	9,858
RIGHT TO KNOW	973	-	-	-	973	-	-	-	-	-	-	973
SECONDHAND SMOKE INITIATIVE	1,000	-	-	-	1,000	-	-	-	-	-	-	1,000
OTHER STATE GRANTS	(66,268)	104,977	268,976	120,600	428,285	217,444	110,005	327,449	-	98,029	98,029	2,808
CEMETERY SALE OF LOTS FUND	5,227	-	-	-	5,227	-	-	-	-	-	-	5,227
SALE OF REAL ESTATE	18,321	-	-	-	18,321	-	-	-	-	-	-	18,321
BUILDING CODE Ch 148A, Sec 5	3,700	-	-	100	3,800	-	-	-	-	-	-	3,800
WETLAND FILING FEES	95,174	10,763	-	46,890	152,827	-	12,928	12,928	25,000	8,423	33,423	106,475
OFF STREET PARKING	477,050	-	-	309,857	786,906	-	-	-	245,816	-	245,816	541,090
INSURANCE RECOVERY >\$20,000	500	-	-	-	500	-	-	-	-	-	-	500
WETLAND PROTECTION ACT	45,529	-	-	10,140	55,669	-	-	-	-	-	-	55,669
RECEIPTS RESERVED FOR APPROPRIATION	645,501	107,63	-	366,987	1,023,251	-	12,928	12,928	270,816	8,423	279,239	731,083
LEA REVOLVING	73,456	-	-	153,105	226,561	38,206	-	38,206	-	-	-	188,355
EARLY CHILDHOOD REV	198,738	-	-	156,137	354,875	216,823	3,178	220,002	-	-	-	134,873
SCHOOL DAMAGE Ch 55 sec 53 1/2	3,375	-	-	-	3,375	-	-	-	-	-	-	3,375
COMMUNITY A.S.K. REVOLVING	1,163	-	-	-	1,163	-	-	-	-	-	-	1,163
PARENT TO PARENT REVOLVING	16,359	-	-	7,200	23,559	-	5,899	5,899	-	-	-	17,660
ANDOVER C.A.R.E.S.	2,861	-	-	1,500	4,361	-	-	-	-	-	-	4,361
ALL DAY KINDERGARTEN	605,016	-	-	1,110,928	1,715,944	732,286	116,354	848,640	-	-	-	867,304
EXTRA CURRICULAR REV	82,269	-	-	342,184	424,453	361,403	17,482	378,885	-	-	-	45,567
INSTRUMENTAL MUSIC REVOLVING	-	-	-	1,995	1,995	1,855	70	1,925	-	-	-	70
FINE ARTS	28,350	-	-	49,663	78,013	14,824	34,053	48,877	-	-	-	29,137
PHYS ED REVOLVING	4,305	-	-	1,420	5,725	-	3,326	3,326	-	-	-	2,399
LOST BOOKS	22,791	-	-	5,573	28,364	-	842	842	-	-	-	27,522
SEPA	3,728	-	-	-	3,728	-	-	-	-	-	-	3,728
TUITION REVOLVING	8,639	-	-	15,475	24,114	11,500	1,025	12,525	-	-	-	11,589
COLLINS CTR REVOLVING	50,115	-	-	221,453	271,567	187,071	34,988	222,059	-	-	-	49,509
OUTSIDE ACTIVITIES REV	231,392	-	-	168,937	400,329	62,600	-	152,382	-	-	-	247,947
TRANSPORTATION REVOLVING	249,986	-	11,525	412,680	674,191	-	395,785	395,785	-	-	-	278,405
BANCROFT GIFTS AND DONATIONS	14,810	-	-	71	14,882	-	-	-	-	-	-	14,882
SANBORN GIFTS AND GRANTS	16,792	-	-	1,571	18,363	-	2,520	2,520	-	-	-	15,843
SHAWSHEN GIFTS AND GRANTS	200	-	-	-	200	-	-	-	-	-	-	200
SOUTH SCHOOL GIFTS AND GRANTS	14,883	-	-	663	15,546	-	3,427	3,427	-	-	-	12,119
WESTELEM GIFTS AND GRANTS	9,356	-	-	71	9,427	-	-	-	-	-	-	9,427
HIGH PLAIN GIFTS AND GRANTS	13,751	-	-	271	14,022	-	4,511	4,511	-	-	-	9,511
WOOD HILL GIFTS AND GRANTS	7,130	-	-	6,059	13,189	-	6,186	6,186	-	-	-	7,003
DMS ENGINEERING GIFTS AND GRANTS	13,218	-	-	15,914	29,132	-	10,621	10,621	-	-	-	18,511
WESTMIDDLE GIFTS AND GRANTS	29,151	-	-	13,103	42,254	237	17,945	18,182	-	-	-	24,072
ANDOVER HIGH GIFTS AND GRANTS	42,175	-	-	23,773	65,948	2,250	18,133	20,383	-	-	-	45,565
REVOLVING FUNDS EDUCATION	1,744,011	-	11,525	2,709,746	4,465,282	1,629,055	766,129	2,395,184	-	-	-	2,070,098
ATHLETIC REVOLVING	(0)	-	-	457,774	457,774	124,620	332,769	457,390	-	-	-	384
REVOLVING FUNDS ATHLETIC	(0)	-	-	457,774	457,774	124,620	332,769	457,390	-	-	-	384

TOWN OF ANDOVER SPECIAL REVENUE/GRANTS ROLLFORWARD FISCAL YEAR ENDING JUNE 30, 2018													
	Available Balance 06/30/17	Encumbrance	Intergovernmental	Interest	Departmental Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OFS/OFU	Available Balance 06/30/18
FUND/TITLE													
ANDOVER HISTORIC MILL DISTRICT EARMARK	-	-	50,000	-	-	50,000	-	-	-	-	-	-	(47,200)
RECYCLE INCENTIVE	6,323	-	-	-	-	6,323	-	4,945	4,945	-	-	-	1,378
NEW HORIZONS FOR YOUTH	7	-	-	-	-	7	-	-	-	-	-	-	7
FY03 COA FORMULA GRANT	(639)	9,633	62,536	-	-	71,530	55,295	7,241	62,536	-	189	189	8,805
LAHEY CLINIC NUTRITION GRANT	5,295	-	-	-	-	5,295	-	-	-	-	-	-	5,295
GREATER RIVER VALLEY MRC	3,303	-	-	-	-	3,303	-	-	-	-	-	-	3,303
CH44 SEC 53E 1/2 LEGAL NOTICES	13,001	3,000	-	-	22,360	38,361	-	24,043	24,043	-	-	-	14,318
CH44 SEC 53E 1/2 DC'S REVOLVING	416,886	31,848	-	-	489,361	938,095	300,879	261,987	562,866	-	1,440	1,440	373,790
CH44 SEC 53E 1/2 YOUTH SERVICES	296,132	3,874	-	-	430,576	730,582	181,471	278,470	459,941	-	12,003	12,003	258,638
CH44 SEC 53E 1/2 ELDER SERVICES	166,447	1,800	-	-	173,704	341,952	47,961	99,082	147,043	-	15,065	15,065	179,843
CH44 SEC 53E 1/2 TITLE V HEALTH CLINICS	32,663	-	-	-	62,125	94,788	9,059	41,428	50,487	-	-	-	44,301
CH44 SEC 53E 1/2 FIELDS REVOLVING	124,836	15,041	-	-	67,050	206,927	109	96,103	96,212	-	58,513	58,513	52,201
CH44 SEC 53E 1/2 POLICE ANTENNA	38,367	-	-	-	12,844	51,212	-	24,905	24,905	-	-	-	26,306
CH44 SEC 53E 1/2 BALD HILL COMP	24,351	1,802	-	-	25,685	51,838	-	26,866	26,866	-	5,800	5,800	19,172
CH44 SEC 53E 1/2 DPW CRT/HHW	15,258	-	-	-	18,440	33,698	-	11,208	11,208	-	-	-	22,490
CH44 SEC 53E 1/2 FIRE	8,030	1,649	-	-	44,707	54,386	-	18,160	18,160	-	10,712	10,712	25,514
CH44 SEC 53E 1/2 LOST/DAMAGED BOOKS	12,554	-	-	-	4,526	17,080	-	3,143	3,143	-	-	-	13,937
CH44 SEC 53E 1/2 HEALTH SVCS	2,275	-	-	-	49,500	51,775	3,613	8,569	12,182	-	-	-	39,593
CH44 SEC 53E 1/2 COPY CENTER REVOLVING	21,924	-	-	-	2,710	24,634	-	10,000	10,000	-	-	-	14,634
REVOLVING CHAPTER 44 53 E 1/2	1,172,725	59,015	-	-	1,403,588	2,635,328	543,092	903,966	1,447,058	-	103,533	103,533	1,084,736
TOWN DAMAGE RESTITUTION	18,915	-	-	-	-	18,915	-	-	-	-	-	-	18,915
FRONTAGE ROAD	3,856	-	-	-	-	3,856	-	-	-	-	-	-	3,856
PUBLIC SAFETY DAMAGE REST	8,761	-	-	-	-	8,761	-	-	-	-	-	-	8,761
PUBLIC WORKS DAMAGE REST	25,896	-	-	-	2,667	28,563	-	-	-	-	-	-	28,563
RECYCLABLE BATTERY PROGRAM	1,254	-	-	-	-	1,254	-	-	-	-	-	-	1,254
ENERGY REBATE FUND	23,998	40,559	-	-	275,626	340,183	7,834	260,062	267,896	-	1,180	1,180	71,108
P&F DAMAGE RESTITUTION	55,339	8,390	-	-	49,866	113,595	-	76,761	76,761	-	5,719	5,719	31,116
CH44 SEC 53F 3/4 PEG ACCESS CABLE	230,538	-	-	-	792,814	1,023,352	-	405,095	405,095	521,838	5,385	527,223	91,034
OTHER REVOLVING FUNDS	368,556	48,950	-	-	1,120,973	1,538,478	7,834	741,917	749,751	521,838	12,284	534,122	254,606
CORPORATE GRANTS	85,733	-	-	-	197,241	282,974	-	14,789	14,789	-	-	-	268,185
AHS BAND AND CHOIR GRANTS	634	-	-	-	-	634	-	634	634	-	-	-	-
OTHER GIFTS AND GRANTS	29,804	-	-	-	21,500	51,304	7,350	17,135	24,485	-	-	-	26,819
ENGINEERING GRANT	15,421	-	-	-	133,996	149,417	23,411	52,953	76,364	-	5,000	5,000	68,052
GEMS GRANT	197	-	-	-	-	197	-	197	197	-	-	-	-
ASIA SOCIETY GRANT	14,616	-	-	-	12,625	27,241	-	5,992	5,992	-	-	-	21,249
CIRCUIT BREAKER	502,645	-	1,765,000	-	-	2,267,645	-	1,810,244	1,810,244	-	-	-	457,402
AHS WORKFORCE GRANT	509	-	2,500	-	1,414	4,423	-	3,642	3,642	-	-	-	781
ESSENTIAL SCHOOL HEALTH SERV	639	637	-	-	-	1,276	339	937	1,276	-	-	-	(0)
ESSENTIAL SCHOOL HEALTH YEAR 2	0	-	107,500	-	-	107,500	85,678	16,997	102,676	-	2,665	2,665	2,159
PUERTO RICO RELIEF	-	-	814	-	-	814	-	-	-	-	-	-	814
OTHER SPECIAL REVENUE FUNDS EDUCATION	650,197	637	1,875,814	-	366,777	2,893,427	116,778	1,923,519	2,040,297	-	7,665	7,665	845,462

TOWN OF ANDOVER SPECIAL REVENUE/GRANTS ROLL FORWARD FISCAL YEAR ENDING JUNE 30, 2018												
FUND/TITLE	Available Balance 06/30/17	Encumbrance	Interst	Depart- Mental	Total Available	Personal Services	Other Expenses	Total Expenditures	OFU	Encumbrance	Total OF SOU	Available Balance 06/30/18
PREMIUM ON BOND ISSUE	23,391	-	115,104	-	138,495	-	116,570	116,570	-	-	-	21,925
CANINELOCKUP	(532)	336	-	5,110	4,914	-	4,774	4,774	-	-	-	140
COMMUNITY COMPACT	10,000	-	-	-	10,000	-	10,000	10,000	-	-	-	-
VETERAN'S SERVICES GIFTS	3,901	-	-	2,045	5,946	-	3,085	3,085	-	-	-	2,860
GIFT - FIREWORKS	27,675	-	-	628	28,303	-	-	-	-	-	-	28,303
SHED CONTRIBUTIONS	7,264	-	-	-	7,264	-	-	-	-	-	-	7,264
OLD TOWN HALL RESTORATION	427	-	-	-	427	-	-	-	-	-	-	427
TOWN GIFT & DONATIONS	5,134	-	-	-	5,134	-	-	-	-	-	-	5,134
CONSERVATION GIFT	378	-	-	932	1,310	-	671	671	-	-	-	639
CONSERVATION TRAIL ACCOUNT	644	-	-	56	700	-	361	361	-	-	-	338
DCS-GIFT	23,107	500	-	12,490	36,097	-	4,210	4,210	-	-	-	31,887
YOUTH SERVICES GIFTS CONTRIBUTIONS	27,001	2,178	-	4,285	33,464	-	2,178	2,178	-	-	-	31,286
COA SENIOR CONNECTIONS	21,389	-	-	73,495	94,884	28,584	14,343	42,927	-	-	-	51,958
COA SCHOLARSHIPS	3,649	-	-	-	3,649	-	-	-	-	-	-	3,649
LIBRARY GIFTS & DONATIONS	30,327	-	-	10,676	41,003	-	14,835	14,835	-	2,000	2,000	24,169
HOME FOR THE AGED GIFT	17,671	-	-	184	17,854	-	-	-	-	-	-	17,854
DPW ADMIN GIFT	7,347	-	-	904	8,251	-	905	905	-	-	-	7,346
CHOLESTEROL SCREENING	1,400	-	-	-	1,400	-	587	587	-	-	-	813
POLICE GIFTS AND DONATIONS	11,214	-	-	5,225	16,439	-	-	-	-	-	-	16,439
LOWELL ST/SHAW SHEEN TRAFFIC MITIGATION	5,000	-	-	-	5,000	-	-	-	-	-	-	5,000
SHINGLES PREV VACCINATION	10,915	-	-	-	10,915	-	781	781	-	-	-	10,133
GIFTS FIRE DEPARTMENT	120,736	-	-	3,650	124,386	-	-	-	-	-	-	124,386
TH DONATIONS	81	-	-	-	81	-	32	32	-	-	-	49
YOUTH FOUNDATION GIFT	28,509	-	-	30,000	58,509	-	30,000	30,000	-	-	-	28,509
CH44 SEC 53G PEER REVIEW S	(24,164)	134,107	-	153,470	263,413	-	164,594	164,594	-	132,771	132,771	(33,952)
CH44 SEC 53G PEER ZONE	15	-	-	75	90	-	-	-	-	-	-	90
CH44 SEC 53G PEER PLANNING	(1,275)	5,419	-	11,181	15,324	-	14,956	14,956	-	3,469	3,469	(3,100)
CH44 SEC53 DPW DETAIL	3,511	-	-	-	3,511	-	-	-	-	-	-	3,511
TIMOTHY HORNE - GIFT AYS	109,965	-	-	999	110,964	-	8,592	8,592	-	-	-	102,373
MAIN ST UPKEEP GIFT	50,854	-	-	453	51,306	-	-	-	-	-	-	51,306
SOUTH STREET SOLAR - NHESP	10,469	-	-	96	10,565	-	-	-	-	-	-	10,565
PERFORMANCE GUARANTEE	19,879	-	-	-	19,879	-	847	847	-	-	-	19,032
ELECTION OT GRANT	21,513	-	-	-	21,513	-	-	-	-	-	-	21,513
LOCK BOX DONATIONS	4,979	-	-	-	4,979	-	4,304	4,304	-	-	-	674
PLANNING BOARD COND OF PERMITS	-	-	-	37,000	37,000	-	-	-	-	-	-	37,000
PLANNING GIFTS & DONATIONS	-	-	-	20,076	20,076	-	19,500	19,500	-	-	-	576
ELDERLY FOOT CARE	-	-	-	9,755	9,755	-	8,346	8,346	-	-	-	1,410
A19 18 ELDER SERVICES PROGRAMS	-	-	-	12,000	12,000	-	-	-	-	-	-	12,000
WELLNESS WEDNESDAYS	-	-	-	4,000	4,000	3,688	-	3,688	-	-	-	312
NATL DEVELOPMENT SPECIAL PERMIT - LDNSCP	-	-	-	5,000	5,000	-	-	-	-	-	-	5,000
NATL DEVELOPMENT SPECIAL PERMIT - WSTEWT	-	-	-	5,000	5,000	-	-	-	-	-	-	5,000
TNC SURCHARGE - RRFA	-	-	-	-	-	-	-	-	-	-	-	8,516
OTHER SPECIAL REVENUE FUNDS	582,372	142,540	-	115,104	1,257,318	32,273	424,470	456,742	-	138,240	138,240	602,336
FOOD SERVICES	378,535	-	444,338	-	1,962,071	1,134,596	1,461,038	2,595,635	-	-	-	189,309
OTHER SPECIAL REVENUE FUNDS SCHOOL LUNCH	378,535	-	444,338	-	1,962,071	1,134,596	1,461,038	2,595,635	-	-	-	189,309
STUDENT ACTIVITY MGL 71/47	578,965	-	-	1,388,345	1,967,310	-	1,403,411	1,403,411	-	-	-	563,900
MEALS TAX CAFETERIA	331	-	-	4,484	4,815	-	5,123	5,123	-	-	-	(308)
POLICE OFF DUTY	(235,641)	-	-	1,453,713	1,218,072	1,437,809	-	1,437,809	-	-	-	(219,737)
FIRE OFF DUTY	(5,458)	-	-	80,775	75,318	81,159	900	82,059	-	-	-	(6,741)
FIREARMS PERMITS	3,042	-	-	17,200	20,242	-	16,325	16,325	-	6,000	6,000	(2,083)
AMBULANCE AGENCY ACCOUNTS	2,796	41	-	37,033	39,871	-	39,857	39,857	-	-	-	14
MEALS TAX ELDER SERVICES	343	-	-	2,126	2,469	-	2,109	2,109	-	-	-	360
SCRIPT WORKERS	-	-	-	191,800	191,800	191,800	-	191,800	-	-	-	-
XTRA DUTY DETAIL	(300)	-	-	3,875	3,575	-	3,575	3,575	-	-	-	-
AGENCY ACCOUNTS	344,079	41	-	3,179,351	3,523,472	1,710,768	1,471,300	3,182,068	-	6,000	6,000	335,404
GRAND TOTAL	5,643,740	537,861	6,654,965	12,243,260	25,207,101	7,624,448	10,215,756	17,840,204	792,654	715,150	1,507,804	5,859,093

Town of Andover Capital Projects Fund Fiscal 2018									
	Fiscal 2018								
DESCRIPTION	07/01/17 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	06/30/18 Balance
ART 17 06 SCHOOL ROOF REPLACEMENTS	9,304	-	-	-	9,304	-	-	-	9,304
ART 15 07 SCHOOL ROOF REPLACE	1,320	-	-	-	1,320	-	-	-	1,320
ART 27, 08 SCHOOL BLDG MAINT/RENOV	47,202	-	-	-	47,202	-	-	-	47,202
ART 56 09 SCHOOL BLDG MAINT/REPAIR	3,773	-	-	-	3,773	-	-	-	3,773
ART 25 12 SCHOOL BLDG/MAINT RENOV	9,309	-	-	-	9,309	4,374	-	-	4,935
ART 38 12 WEST MIDDLE SCHOOL REPAIR	6,759	-	-	-	6,759	-	-	-	6,759
ART 32 13 AHS TENNIS COURTS	6,000	-	-	-	6,000	-	-	-	6,000
ART 18, 13 DOHERTY MIDDLE SITE IMPROVEMENTS	60,649	-	-	-	60,649	10,035	-	-	50,614
ART 36, 13 SCHOOL BLDG MAINT & IMPROVE	1,399	-	-	-	1,399	690	-	-	709
ART 38, 13 WEST MIDDLE SCHOOL HEATING	11,900	-	-	-	11,900	-	-	-	11,900
B39 15 SCHOOL BLDG MAINT AND RENOVATION	94,955	1,240	-	-	96,195	5,153	-	52,420	38,622
AHS MEDIA CENTER RENOVATION (State Funds)	177,263	-	-	-	177,263	177,000	-	-	263
ART 29 16 COLLINS CTR FACADE REPLACEMENT	(1,431,443)	1,318,569	1,700,000	-	1,587,126	1,570,351	-	39,200	(22,425)
ART 30 16 LOVELY FIELD TURF REPLACEMENT	8,787	-	-	-	8,787	8,787	-	-	0
ART 34 16 SCHOOL BLDG MAINT AND IMPROVE	90,044	175,235	-	-	265,279	203,568	-	11,493	50,218
ART 47 17 MAJOR SCHOOL PROJECTS	(176,847)	172,938	360,000	40,000	396,091	434,400	-	216,707	(255,016)
STUDENT DEVICE REFRESH	-	-	-	200,000	200,000	-	-	-	200,000
ART 45 18 WEST ELEM SCH FEAS STUD	-	-	-	1,200,000	1,200,000	-	-	-	1,200,000
TOTAL SCHOOL	(1,079,624)	1,667,981	2,060,000	1,440,000	4,088,357	2,414,358	-	319,820	1,354,178
BANCROFT REPLACEMENT									
ART 59 09 FEASIBILITY STUDY BANCROFT SCH	16,030	-	-	-	16,030	-	-	15,416	614
STM 3 10 BANCROFT SCHOOL REPLACE	3,380	-	-	-	3,380	-	-	3,380	(0)
TOTAL BANCROFT	19,410	-	-	-	19,410	-	-	18,796	614
B3 12 STM YOUTH CENTER	454	-	-	-	454	-	-	-	454
A2 13 STM YOUTH CTR-WOOD TRUST	9,757	-	-	3,145	12,902	-	-	-	12,902
TOTAL YOUTH CENTER	10,212	-	-	3,145	13,356	-	-	-	13,356
ART 5 2007 2008 CIP (Effective 07/01/2007)	1,016	-	-	-	1,016	-	-	-	1,016
ART 8 2008 2009 CIP (Effective 07/01/2008)	29,974	-	-	-	29,974	4,000	-	10,000	15,974
ART 5 2009 2010 CIP (Effective 07/01/2009)	1,269	9,900	-	-	11,169	9,900	-	-	1,269
ART 5 2010 2011 CIP (Effective 07/01/2010)	22,569	-	-	-	22,569	-	-	-	22,569
ART 5 2011 2012 CIP (Effective 07/01/2011)	13,316	-	-	-	13,316	-	-	-	13,316
ART 5 2012 2013 CIP (Effective 07/01/2012)	121,562	5,738	-	-	127,299	12,278	-	61,985	53,036
ART 5 2013 2014 CIP (Effective 07/01/2013)	22,401	15,999	-	-	38,400	23,580	-	2,095	12,725
ART 5 2014 2015 CIP (Effective 07/01/2014)	216,870	50,396	-	-	267,266	91,460	-	37,986	137,819
ART 5 2015 2016 CIP (Effective 07/01/2015)	535,128	96,236	-	-	631,364	482,418	-	43,219	105,728
ART 5 2016 2017 CIP (Effective 07/01/2016)	1,134,275	288,747	-	-	1,423,021	915,312	-	118,534	389,175
ART 5 2017 2018 CIP (Effective 07/01/2017)	(5,961)	5,961	-	3,678,875	3,678,875	1,577,648	-	280,940	1,820,287
TOTAL CIP	2,092,418	472,976	-	3,678,875	6,244,270	3,116,597	-	554,759	2,572,914
ART 44-3 02 SANITARY SEWER INFILTRATION	-	18,610	-	-	18,610	18,610	-	-	-
ART 25 04 SEWER METER	23,040	-	-	-	23,040	-	-	-	23,040
ART 41 07 KIRKLAND ST SEWER (BETTERMENTS)	39,703	-	-	-	39,703	-	-	-	39,703
ART 64 07 SHAW SHEEN PUMP STATION	302,218	-	-	-	302,218	-	-	-	302,218
ART 33 08 SHAW SHEEN RIVER OUTFALL SEWER	325,692	-	-	-	325,692	-	-	-	325,692
ART 32 10 SEWER MAIN CONST & RECONST	161,845	97,890	-	-	259,734	101,280	-	-	158,455
ART 46 10 SEWER LINE EXT LINCOLN ST	56,540	-	-	-	56,540	-	-	-	56,540
ART 37 12 SEWER MAINTENANCE VEHICLE	2,567	-	-	-	2,567	-	-	-	2,567
ART 44 13 SEWER VEHICLES	20,139	-	-	-	20,139	-	-	-	20,139
A60 14 SEWER MASTER PLAN STUDY	224	-	-	-	224	-	-	-	224
ART 32 17 MINOR SEWER COLL IMPROV	50,000	-	-	-	50,000	-	-	-	50,000
ART 37 17 SEWER I&I REDUCTION	500,000	-	-	-	500,000	305,684	-	16,316	178,000
ART 28 18 MINOR SEWER COLL IMRPOV	-	-	-	50,000	50,000	-	-	-	50,000
ART 29 18 SEWER I&I REDUCTION	-	-	-	100,000	100,000	-	-	-	100,000
TOTAL SEWER	1,481,967	116,500	-	150,000	1,748,467	425,574	-	16,316	1,306,577
ART 32-2 00 CONSERV MAINT/IMP	33	-	-	-	33	-	-	-	33
ART 12 01 LAND ACQ LOWELL JCT ROAD	(11,118)	-	-	-	(11,118)	-	-	-	(11,118)
ART 23 02 CONSERVATION FUND	15,271	-	-	-	15,271	-	-	-	15,271
A60 13 STREAM GAUGING SYSTEM	3,750	3,750	-	-	7,500	7,500	-	-	-
A74 17 STREAM GAUGING SYSTEM	75,000	-	-	-	75,000	7,500	-	7,500	60,000
ART 55 14 OPEN SPACE MANAGEMENT	5,439	-	-	-	5,439	4,555	-	-	885
TOTAL CONSERVATION	88,375	3,750	-	-	92,125	19,555	-	7,500	65,070
ART 44 99 LANDFILL CLOSURE	9,145	-	-	-	9,145	-	-	-	9,145
ART 43 06 LANDFILL CAP LEDGE ROAD	5,964	-	-	-	5,964	-	-	-	5,964
ART 31 08 LEDGE ROAD LANDFILL CLOSURE	(66,950)	66,950	-	-	(0)	-	-	-	(0)
ART 25 16 LEDGE ROAD LANDFILL STABILIZATION	2,572,728	194,771	-	-	2,767,499	475,240	-	50,745	2,241,515
TOTAL LAND FILL STUDY	2,520,888	261,721	-	-	2,782,609	475,240	-	50,745	2,256,624

Town of Andover									
Capital Projects Fund									
Fiscal 2018									
	Fiscal 2018								
DESCRIPTION	07/01/17 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	06/30/18 Balance
ART 48 02 MAIN ST IMPROVEMENTS	6,149	1,000	-	-	7,149	4,816	-	-	2,333
A25 14 BALLARD FS LAND PURCHS	199,150	-	-	-	199,150	-	-	-	199,150
ARTT 26 14 BALLARDVALE ADDITION	192,267	-	-	-	192,267	56,700	-	39,600	95,967
A21 14 GIS DATA UPDATE	30,000	-	-	-	30,000	-	-	-	30,000
ART 48 17 PARKING STUDY IMPLEMENTATION	123,000	-	-	-	123,000	-	-	117,920	5,080
ART 49 17 REC PK/POMPS SECURITY	65,000	-	-	-	65,000	43,062	-	-	21,938
ART 51 17 REDUNDANT FIBER	300,000	-	-	-	300,000	-	-	-	300,000
ART 38 18 PARKING STUDY IMPLEMENTATION	-	-	-	75,000	75,000	-	-	-	75,000
ART 39 18 DOWNTOWN IMPROVEMENTS	-	-	-	100,000	100,000	-	-	-	100,000
RESERVE FOR PREMIUM - CP	-	-	-	100,223	100,223	-	-	-	100,223
TOTAL OTHER	915,566	1,000	-	275,223	1,191,789	104,578	-	157,520	929,691
ART 27 96 REPAINT WATER	37,863	-	-	-	37,863	-	-	-	37,863
ART 30 00 WATER MAIN DISTRIBUTION	3,308	-	-	-	3,308	-	-	-	3,308
ART 18 03 WATER STORAGE TANK REHAB	-	2,600	-	-	2,600	681	-	1,919	-
ART 20 03 WATER PLANT IMPROVEMENTS	101,565	6,400	-	-	107,965	21,810	-	174	85,981
ART 25 04 WATER METERS	317	-	-	-	317	-	-	-	317
ART 32 06 WATER METERS	175,708	-	-	-	175,708	42,392	-	4,310	129,006
ART 46 07 WATER DISTRIBUTION	2,230	-	-	-	2,230	2,230	-	-	-
ART 47 07 WATER PLANT PUMPS	2,398	-	-	-	2,398	-	-	-	2,398
ART 30 09 WATER SUPPLY IMPROVEMENTS	115,243	-	-	-	115,243	111,578	-	3,665	-
ART 65 09 WATER PLANT ROOF REPLACE	161,721	-	-	-	161,721	-	-	-	161,721
ART 34 10 WATER PLANT HVAC & EQUIP	113,033	-	-	-	113,033	36,070	-	76,930	33
ART 42 11 WATER MAIN CONST/RECONST	212,374	8,498	-	-	220,871	219,971	-	900	-
ART 44 11 VARIABLE SPEED UMP	45,481	17,880	-	-	63,360	48,034	-	15,326	-
ART 35 12 MAJOR WATER MAIN REPLACEMENT	174,149	84,757	-	-	258,907	178,129	-	80,777	0
ART 43 12 WATER DISTRIBUTION MAINTENANCE	315	-	-	-	315	315	-	-	0
ART 44 13 WATER VEHICLES	20,139	-	-	-	20,139	-	-	-	20,139
ART 45 13 WATER DIST FLUSHING PROGRAM	5,182	3,856	-	-	9,038	-	-	3,856	5,182
ART 41, 13 MAJOR WATER MAIN REPLACEMENT	40,215	-	-	-	40,215	40,215	-	-	(0)
ART 42, 13 WATER DISTRIBUTION MAINT	24,765	18,455	-	-	43,220	43,130	-	-	90
ART 26, 13 HYDRANT INFRASTRUCTURE	144,484	-	-	-	144,484	82,596	-	-	61,888
A58 14 WATER/SEWER RATE STUDY	55,275	-	-	-	55,275	-	-	-	55,275
ART 56 WATER MAIN REPLACEMENT PROJECTS	(787,558)	932,558	1,308,000	247,000	1,700,000	1,147,596	-	79,292	473,113
ART 57 15 WATER PLANT GAC REPLACEMENT	-	196,274	-	-	196,274	156,267	-	40,007	-
ART 44 16 WATER STORAGE TANK REPAIR	168,393	164,116	-	-	332,508	134,935	-	73,203	124,370
ART 41 16 WATER MAIN REPLACEMENT	500,000	-	-	-	500,000	-	-	-	500,000
ART 27 17 WATER MAIN PROJECT	-	-	464,300	35,700	500,000	271,550	-	422,675	(194,225)
ART 28 17 HYDRANT REPLACEMENT	100,000	-	-	-	100,000	-	-	-	100,000
ART 30 17 WTP ELECTRIC SUBS REPLACEMENT	-	-	276,800	23,200	300,000	113,174	-	186,826	-
ART 31 17 BANCROFT HIGH LIFT PUMPS	-	-	464,300	35,700	500,000	56,791	-	693,209	(250,000)
ART 38 17 WTP HEATING SYSTEM	-	-	93,500	6,500	100,000	-	-	-	100,000
ART 26 18 HYDRANT REPLACEMENT PROG	-	-	-	100,000	100,000	-	-	-	100,000
RESERVE FOR PREM - WATER	-	-	-	102,973	102,973	-	-	-	102,973
TOTAL WATER	1,416,599	1,435,392	2,606,900	551,073	6,009,964	2,707,464	-	1,683,069	1,619,432
ART 26 17 WATER & SEWER VEHICLES	100,000	-	-	-	100,000	-	-	-	100,000
ART 29 17 ENMORE ST RECONSTRUCTION	575,000	-	-	-	575,000	43,862	-	181,328	349,810
ART 24 18 WATER & SEWER VEHICLES	-	-	-	195,000	195,000	-	-	-	195,000
TOTAL WATER/SEWER	675,000	-	-	195,000	870,000	43,862	-	181,328	644,810
ART 32 04 SENIOR CTR PLANS	1,716	-	-	-	1,716	-	-	-	1,716
ART 27 07 TOWN BLDG RENOVATION	0	121,343	-	-	121,343	121,343	-	-	0
ART 49 08 PARKS & GROUNDS BUILDING	-	275,763	-	-	275,763	152,722	-	123,042	-
ART 36 08 FIRE DPW VEHICLES	974	-	-	-	974	-	-	-	974
ART 34 09 B'VALLE FIRE REPLACEMENT	66,095	-	-	-	66,095	550	-	-	65,545
ART 55 09 TOWN BLDG MAINT/IMPROVE	5,882	-	-	-	5,882	-	-	-	5,882
ART 42 10 TOWN BLDG MAINTENANCE	1,500	-	-	-	1,500	-	-	-	1,500
ART 34 11 TOWN BUILDING MAINTENANCE	861	-	-	-	861	-	-	-	861
ART 18 11 MUNICIPAL SERVICE FACILITY	1,683	-	-	-	1,683	-	-	-	1,683
ART 38 11 SPRING GROVE MAINT	6,000	5,163	-	6,000	17,163	3,288	-	1,875	12,000
ART 22 12 TECH INFRASTRUCTURE	25,718	893	-	-	26,611	664	-	886	25,061
ART 24 12 TOWN BLDG MAINTENANCE	52,375	1,490	-	-	53,865	53,865	-	-	-
ART 37 13 ANNUAL COMPUTER REPLACEMENT	240,863	-	-	-	240,863	175,094	-	-	65,768
ART 45 13 PAY AND DISPLAY	18,493	-	-	-	18,493	-	-	-	18,493
B39 14 TOWN & SCHOOL ENERGY	4,723	1,026	-	-	5,749	914	-	112	4,723
B40 14 TECH HARD/SOFTWARE	(53)	-	-	-	(53)	(53)	-	-	-
B43 14 BUILD & FACILITY MAINT	107,378	2,890	-	-	110,268	4,074	-	2,890	103,304
B52 14 SCHOOL BLDG MAINT/RENOV	16,693	13,148	-	-	29,841	13,612	-	1,172	15,057
ART 29 15 PUB SAFETY COM UPGRADES	-	30,031	-	-	30,031	30,031	-	-	-

Town of Andover Capital Projects Fund Fiscal 2018									
	Fiscal 2018								
DESCRIPTION	07/01/17 Balance	ENCUMB	LTBOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	ENCUMB	06/30/18 Balance
ART 48 02 MAIN ST IMPROVEMENTS	6,149	1,000	-	-	7,149	4,816	-	-	2,333
A25 14 BALLARD FS LAND PURCHS	199,150	-	-	-	199,150	-	-	-	199,150
ARTT 26 14 BALLARDVALE ADDITION	192,267	-	-	-	192,267	56,700	-	39,600	95,967
B38 15 SAFETY & SECURITY COMM UPGRADES	411,611	4,000	-	-	415,611	48,926	-	20,000	346,686
B46 15 TOWN BLDG AND FACILITY MAINT	152,676	27,288	-	-	179,964	53,293	-	73,306	53,365
ART 31 15 TWN & SCHOOL ENERGY INITIATIVES (FC)	250,447	-	-	-	250,447	47,653	-	35,539	167,255
ART 38 16 TOWN & SCHOOL ENERGY INITIATIVES (FC)	226,618	14,876	-	-	241,494	39,657	-	68,079	133,757
ART 35 16 1:1 LEARNING INITIATIVE (Free Cash)	54,504	-	-	-	54,504	34,328	-	-	20,176
ART 36 16 SCHOOL PROJECTORS (Free Cash)	162,520	691	-	-	163,211	163,211	-	-	-
ART 28 16 TOWN BLDG AND FACILITY MAINTENANCE	(231,000)	464,119	315,250	34,750	583,119	469,288	-	101,323	12,508
ART 57 16 MEMORIAL PLAYSTEAD	(96,220)	96,220	108,650	11,350	120,000	120,000	-	-	1
ART 32 16 MUNI SVCS FACILITY DESIGN	1,000	-	-	-	1,000	-	-	-	1,000
ART 55 16 DEYERMOND FIELD LIGHTS (Free Cash)	-	17,504	-	-	17,504	17,494	-	-	10
ART 33 17 MUNICIPAL SVCS FACILITY	-	-	8,868,000	132,000	9,000,000	10,173,853	-	5,948,617	(7,122,470)
ART 43 17 MAJOR TWN BLDG PROJECTS	-	-	288,300	31,700	320,000	205,094	-	43,975	70,931
ART 44 17 TOWN & SCHOOL ENERGY	-	-	270,800	29,200	300,000	100,962	-	94,555	104,484
ART 45 17 HP/WH SCHL AIR COND	-	-	449,100	50,900	500,000	41,912	-	733,088	(275,000)
ART 46 17 SAFETY & COMM UPGRADE	-	-	-	-	-	31,348	-	56,309	(87,657)
ART 52 17 BOS & SCH COMMITTEE ROOM UPGRADE	50,000	-	-	-	50,000	-	-	933	49,068
ART 53 17 BALLARDVALE FIRE DESIGN	300,000	-	-	-	300,000	-	-	-	300,000
ART 54 17 WH HP ACCESSIBILITY	173,100	26,900	-	200,000	400,000	52,992	-	347,008	-
STREETLIGHT LED REPLACEMENT	-	-	447,012	-	447,012	447,012	-	-	-
TOTAL MUNI BUILDING	2,006,156	1,103,345	10,747,112	495,900	14,352,512	12,603,127	-	7,652,708	(5,903,323)
ART 88 99 IMPROVE ESSEX/PEARSON	3,500	-	-	-	3,500	-	-	-	3,500
ART 66 00 SIDEWALK RESTORATION	6,988	-	-	-	6,988	-	-	-	6,988
ART 70 00 SIDEWALK CHESTNUT ST	71,175	-	-	-	71,175	-	-	-	71,175
ART 28 01 ACQ SMITHSHIRE EST	56,946	-	-	-	56,946	-	-	-	56,946
ART 44-2 02 GIS	29,904	-	-	-	29,904	-	-	-	29,904
ART 33 05 MORAINES ST	6,153	-	-	-	6,153	-	-	-	6,153
ART 38 07 ACQUIRE GRANLI DRIVE	1,654	-	-	-	1,654	-	-	-	1,654
ART 39 07 PEDESTRIAN FOOT BRIDGE	15,000	-	-	-	15,000	-	-	-	15,000
ART 52 07 BRIDGE REPAIRS	24,144	-	-	-	24,144	-	-	-	24,144
ART 32 08 BRIDGE REPAIRS	247,047	-	-	-	247,047	-	-	-	247,047
ART 52 10 REPAIRS TO PUBLIC WAYS	15,634	-	-	-	15,634	-	-	-	15,634
ART 24 11 TOWN BRIDGE EVAL/REPAIR	81,798	-	-	-	81,798	-	-	-	81,798
ART 25 11 PEARSON ST PARKING LOT	2,253	-	-	-	2,253	-	-	-	2,253
ART 33 11 STORM DRAINAGE IMPROVE	2,919	-	-	-	2,919	2,919	-	-	-
ART 42 12 HIGHPLAIN@FISHBROOK	163,761	19,705	-	-	183,466	-	-	-	183,466
B20 14 HOLT RD SIDEWALK CONSTR	9,977	-	-	-	9,977	-	-	-	9,977
B22 14 HYDRANT MAINTENANCE	500,000	-	-	-	500,000	-	-	-	500,000
ART 44 MINOR STORM DRAIN IMPROVEMENTS	56,894	38,470	-	-	95,364	90,056	-	-	5,308
ART 45 SIDEWALK CONSTRUCTION - WOBURN	1,203	-	-	-	1,203	-	-	-	1,203
ART 62 SIDEWALK CONSTRUCTION - RIVER ST	49	118,934	-	-	118,983	112,256	-	6,593	134
ART 60 15 FINISH CHARLES CIRCLE	23,062	-	-	-	23,062	5,238	-	-	17,824
TOTAL ROAD/STORM DRAIN	1,320,062	177,110	-	-	1,497,171	210,468	-	6,593	1,280,110
ART 47 99 PUB SAF ANTENNAS	3,921	-	-	-	3,921	-	-	-	3,921
ART 26 16 PUBLIC WORKS VEHICLES	29,000	-	-	-	29,000	29,000	-	-	-
ART 27 16 FIRE APPARATUS ENGINE	(574,213)	-	233,000	342,000	787	787	-	-	-
ART 41 17 PUB WORKS LARGE VEHICLES	-	-	-	-	-	75,534	-	226,575	(302,109)
ART 42 17 FIRE-REPLACE AMBULANCE	-	-	-	-	-	266,464	-	-	(266,464)
TOTAL PUBLIC SAFETY	(541,293)	-	233,000	342,000	33,708	371,785	-	226,575	(564,653)
GRAND TOTAL	10,925,735	5,239,775	15,647,012	7,131,216	38,943,738	22,492,608	-	10,875,729	5,575,401

TOWN OF ANDOVER					
TRUST-CEMETERY -SPECIAL FUNDS					
IN CUSTODY OF TOWN TREASURER					
YEAR ENDING JUNE 30, 2018					
	BALANCE				BALANCE
FUND	July 1, 2017	DEPOSITS	INCOME	DRAWN	June 30, 2018
STABILIZATION	6,264,080	-	58,458	-	6,322,538
OPEB ART 21, 2010	7,668,276	1,648,721	636,085	-	9,953,081
ESTATE S.P. WHITE	16,636		264	-	16,900
POLICE DRUG ACCOUNT	13,822	124,199	92	104,606	33,508
TOWN 400TH CELEBRATION	10,984	-	104	-	11,088
SENIOR CENTER PROGRAMS	709,757	-	6,774	12,000	704,531
STABILIZATIONFUND - BOND PREM	1,278,308	-	11,782	100,000	1,190,090
J. GREELEY	7,555	-	72	-	7,627
MARGARET G. TOWLE	345,826	-	-	-	345,826
MARGARET G. TOWLE	70,067	149	3,910	14,397	59,728
JOHN CORNELL	59,631	-	564	1,450	58,745
DAVID & LUCY SHAW	58,836	-	557	-	59,393
W.L. RAYMOND	66,621	-	631	-	67,252
A.J. LINCOLN	24,399	-	387	-	24,786
E.I. RAYMOND	3,609	-	34	-	3,643
TAYLOR	2,551	-	24	-	2,576
SPRING GROVE	1,162,484	29,323	11,370	6,000	1,197,178
SPRING GROVE FLOWERS	32,198	-	296	2,950	29,544
EMILINE LINCOLN	2,457	-	23	-	2,481
EMMA J. LINCOLN	1,346	-	13	-	1,359
CONSERVATION FUND	75,345	102	715	-	76,163
SMART	19,012	-	180	30	19,162
FARRINGTON	2,268	-	21	30	2,259
BALLARDVALE	1,508	-	14	50	1,472
ALLEN	182	-	2	30	154
EMS BELL LIBRARY TRUST	57,526	547	-	-	58,072
ELDERLY TAXATION FUND	23,158	706	-	-	23,864
MUNICIPAL AFFORDABLE HOUSING	108,934	87,110	1,000	-	197,044
POLICE FEDERAL DRUG ACCT	25,983	-	53	-	26,036
DRAPER	21,155	-	200	-	21,355
RICHARDSON	1,871	-	18	-	1,889
A & AV LINCOLN	1,396	-	13	-	1,409
RAFTON (INTEREST)	7,552	557	72	-	8,181
RAFTON (PRINCIPAL)	599	-	-	-	599
CONROY	2,149	-	20	-	2,170
AMERICAN LEGION	1,585	-	15	-	1,600
CHRIS MAYNARD BOOKS	5,123	-	49	-	5,172
HOLT	964	-	9	-	973
	18,155,753	1,891,414	733,823	241,543	20,539,447
INTERNAL SERVICE FUNDS					
INSURANCE	96,452	-	1,278	30,618	67,113
UNEMPLOYMENT COMPENSATION	286,342	160,000	3,146	92,297	357,190
WORKERS COMPENSATION	178,104	14,096	-	-	192,200
TOWN INSURANCE HEALTH	3,200,937	27,319,055	12,688	25,507,382	5,025,298
TOTAL INTERNAL SERVICE FUNDS	3,761,835	27,493,151	17,112	25,630,297	5,641,801
GRAND TOTAL ALL TRUST FUNDS	21,917,588	29,384,565	750,934	25,871,840	26,181,248

